



JOB ANNOUNCEMENT
Yamhill Community Action Partnership (YCAP)
www.yamhillcap.org

POSITION TITLE: Client Services Outreach Specialist
RESPONSIBLE TO: Client Services Coordinator

RESPONSIBLE FOR: The Outreach Specialist is a full-time, non-exempt position in our Client Services Program. Hours of work are M-F 8:00am to 5:00pm. General responsibilities are: 1) Conduct regular street outreach including but not limited to other shelter providers and community locations where persons experiencing homelessness may frequent; 2) Responsible for assessment, screening, and resource connection/referral for persons living in places not meant for human habitation 3) Some Case Management of persons experiencing homelessness as assigned by Program Director.

STATUS: Non-exempt, Full Time
SALARY RANGE: \$28,460 to \$39,845 annually DOE
GRADE: Grade F
BENEFITS: Medical for employee and family, dental, life, short/long term disability, Employer match up to 3% in 401k account.

KNOWLEDGE, SKILLS, & ABILITIES

- Bachelor's degree in Social Work or Related Field Preferred (or extensive work experience)
- Strong interpersonal skills for connecting and working with persons from diverse backgrounds (including, but not limited to, ethnic, religious, physical and mental abilities, etc.)
- Experience in case management and providing direct services to persons experiencing homelessness
- And understanding issues surrounding homelessness
- A familiarity with resources in Yamhill County
- Recognition of appropriate boundaries and the ability to implement them
- Ability to work effectively in stressful or crisis situations
- Bilingual- (English and Spanish) and bi-cultural experience and abilities
- Strong oral and written communication skills
- Commitment to work as an essential part of a team
- Computer experience
- Ability to be flexible in work schedule as needed
- Valid Oregon driver's license and current auto insurance

JOB DESCRIPTION: www.yamhillcap.org

CONTACT: Send Cover Letter & Resume to kates@yamhillcap.org



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