



JOB DESCRIPTION

Position: Diversion Case Manager
Reports to: Program Manager
Hours: 40 Hours per week
Salary: \$22.00 - \$25.00 per hour DOE + Comprehensive Health Benefits Package

JOB SUMMARY

Mother Nation is a non-profit organization offering culturally informed healing services, advocacy, mentorship, homeless, and homeless prevention case management to celebrate and inspire the success of Native American families. The design of each program is to honor the beauty and strength of Native American culture, spirituality and values built on the ancestral strength of each participant. Mother Nation is committed to always providing culturally based traditional teachings throughout all service areas.

Mother Nation is active in partnering with Sister Native Homeless Providers, Tribes and Non-Native agencies to build unity in serving the Native American homeless community and families at risk of homelessness. Our goals are to ensure healing and wellness with cultural resilience offering quality service to change the dynamics of Native women and families from the impacts historical and intergenerational trauma. In addition, Mother Nation primary service is to prevent and stop the violence against Native women through culturally informed healing services, advocacy and mentorship.

The Diversion Case Manager's primary responsibility is to support women, men, and families experiencing homelessness rapidly identify and obtain temporary or permanent housing options outside of the shelter or homeless housing system. By quickly connecting people to housing through cultural and trauma informed services, we hope to reduce the amount of time they experience homelessness. The Diversion Case Manager will be responsible for supporting the household's housing goals and will work closely to the Cultural Services Team to provide spiritual support and cultural healing to remain stably housed overtime.

JOB REQUIREMENTS AND RESPONSIBILITIES:

- Engage participants in "Diversion Conversations" that are housing focused, client centered, and problem solving oriented.
- Partner with the Outreach and Engagement Coordinator to identify new participants, including field outreach.
- Complete program intake documentation with new program participants.
- Assess housing barriers of survivors/victims who are facing homelessness as a result of violence to determine housing, cultural, spiritual, and safety needs.
- Refer participants to Mother Nation Yeha:wi Services, Cultural Services Team, Talking Circles, workshops, and healing services to address historical and intergenerational trauma.
- Develop a housing plan and meet regularly with participants.
- Provide financial assistance for homeless emergency support including relocation and employment.

- Prepare check requests with supporting documentation following the Mother Nation policies and procedures.
- Maintain client files and program enrollment, activity, and exits in the Homeless Management Information System (HMIS).
- Complete the necessary HMIS and Coordinated Entry for All (CEA) trainings to become a HMIS user and CEA Assessor.
- Network with partners who also work with people experiencing homelessness or who are survivors.
- Participate in the AI/NA case conferencing with other Native, HMIS agencies.
- Join Mother Nation in presenting to Tribal community and/or other invitations as assigned.
- Participate in Mother Nation Talking Circles, Staff Retreats, trainings, and Gatherings.

The Diversion Case Manager may be assigned other related duties as our work continues to grow and new opportunities arise. They will also be cross trained in Homeless Prevention, After Care Services, and be familiar with best practices in Domestic Violence and Gender Based Violence.

QUALIFICATIONS:

- Experience living and/or working in Native communities.
- Experience working with survivors of domestic violence and gender-based violence.
- Empathy, cultural humility, and a desire to build authentic relationships in partnership with community.
- Ability to work under pressure in crisis response.
- BA in Social Work or related field or equivalent work experience in working with Native families with multi-abuse trauma.
- Ability to balance multiple responsibilities in a dynamic, sometimes uncertain environment.
- Desire and ability to continually grow and learn from others professionally and personally.
- Demonstrated health and wellness lifestyle to withstand the emotional and physical challenges to offer a trauma informed work environment for staff and clients.
- Ability to maintain confidentiality and professionalism.
- Strong organizational skills and attention to detail.
- Strong oral and written skills.
- Proficiency in Microsoft Suite.
- Dependable transportation and valid Washington State Driver's license.

The above statements are intended to describe the general nature and minimum level of work being performed. They are not intended to be construed as exhaustive of all duties, responsibilities and skills required for the position. The employee will be required to perform any other job-related duties as required by the job objectives, the Executive Director or designate, and the mission, vision and values of Mother Nation.

Apply with resume and cover letter:

Email: info@mothernation.org **Subject Line:** Application

OR

Send applications to:

4250 S. Mead St.

Seattle, WA 98118

Attention: Program Manager

