



Title: REST Program Navigator		Date Open: 10/13/21	Date Closed: 10/22/21
Program: Navigation Team / REST PROGRAM		Reports to: Navigation Team Program Manager	
Hours: 30 Hours	Shifts: Daytime, including some weekends	Hourly Rate: \$19.50/hr. + Premium Paid Healthcare option after 60 days employment Annual incremental raises built in	
Contact: Tarryn Bieloh: Program Manager - tarryn.bieloh@iwshelter.org			
Program Description:	<p>The Navigation Team serves a wide range of functions including advocacy, case management, and peer counseling in order to increase social inclusion and retention in social services. The Navigation Team is dedicated to providing a bridge to more traditional services as an act of social justice and as a platform for strengthening community agency.</p> <p>The Interfaith Works REST pilot project begins with an initial 6 month partnership between Interfaith Works and Providence St. Peter Hospital. The project will provide a minimum of four dedicated 24/7 shelter beds complete with wrap around case management, hygiene services, and meals. The program is designed to offer patients experiencing homelessness the opportunity for additional time to heal from their acute medical issue, post-acute care, or acute flare-up of chronic health conditions. When referred by the appropriate healthcare provider staff, REST will provide a short-term (up to 30 days), safe, resource-rich environment in which to recover while engaging in community health support services to address basic needs, connection to primary care, and housing resources.</p>		
Position Description:	<ul style="list-style-type: none"> • Work alongside Providence to navigate appropriate referrals for respite beds for the REST program. • Maintain updated documents regarding REST referrals and updated availability for respite beds. • Assist patients in coordinating aftercare and relevant housing placements when available within their 30 day stay. • Coordinate with Providence Home Health workers, in-home caregivers, visitin providers, and community based volunteers to visit with and support REST guests. • Field referrals and closely follow the structures of intake acceptance when accepting guests into the REST program. • Maintain phone communications with REST clients and community partners during on-call hours and/or when off-site. • Assist hotel staff in maintaining a clean and safe environment for REST guests. This includes potentially handling biowaste and responding to incontinence. 		

<p>Essential Functions:</p>	<ul style="list-style-type: none"> ● Attend all required continued education trainings, bi-monthly supervision as well as case conferencing and operations meetings. ● Hold strict and clear boundaries on discharge requirements for admission to the REST program. ● Maintain positive and collaborative relationships with Providence and other service providers. ● Maintain close communication with other members of the IFW team, including on-site managers, REST staff, and other Nav Team members. ● Manage paperwork requirements in a neat and timely manner. ● Comply with and maintain current knowledge of grant and program requirements. ● Maintain up-to-date knowledge of community resources and appropriate care-giving support options and referrals. ● Provide medical care follow up navigation and coordination of services with REST guests. ● Grow and support the development of a diverse and highly skilled Navigation Team Unit that is responsive to the needs of Providence and IFW's shared goals.
<p>Job Requirements: Minimum Qualifications</p>	<ul style="list-style-type: none"> ● Ability to follow through with job commitment. ● Demonstrate the necessary attitudes, knowledge, skills, willingness and self-awareness to deliver culturally competent services and work effectively in multicultural situations. This includes addressing and interrupting oppression in all forms on an ongoing basis. ● Experience in direct service and community organizing is desirable; personal experience and understanding of the homeless population may be substituted. ● Ability to work effectively with participants displaying a varying range of social behaviors. ● Must already have or be able to obtain a Certified Peer Counselor certification within six months of hire. ● Ability to perform light administrative duties. ● Ability to communicate and work effectively with diverse populations. ● Ability to maintain total confidentiality regarding disclosed information about a referral that may be shared to you in confidence, especially regarding protected health information. ● Must be able to construct and maintain professional boundaries as well as consistent implementation of such boundaries. ● Must be a good communicator, good listener, and maintain kindness within often unpredictable dynamics. ● Must maintain positive and respectful relationships with our community partners and other community resources. ● Ability to meet our participants "where they're at" without judgment or prejudice. ● Flexibility, creativity, and resourcefulness are necessary skills to have in this job. ● Have access to reliable transportation and be able to arrive on time each day. ● Applicants must successfully pass required background checks prior to an offer of employment. ● Support and uphold the mission, vision and philosophical foundation of all IW HS programs. ● Availability to work flexible hours on-call, depending on emergent circumstances.

How To Apply	<ul style="list-style-type: none">• Fill out pre-interview application questions. Click here to access pre-interview questions.• In addition, email cover letter and resume to tarryn.bieloh@iwshelter.org and with "Navigation Team Application" in the subject line.• We will get in touch to let you know if an interview will be scheduled.
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