

LIST OF CURRENT JOB OPENINGS IN WEBER COUNTY CORPORATION. PLEASE
DISTRIBUTE TO PERSONS IN YOUR AGENCY CONCERNED WITH JOB
RECRUITMENT AND PLACEMENT

<u>JOB TITLE</u>	<u>SALARY</u>	<u>ISSUE</u>
Outreach Worker	\$11.30/hr	07-31-2015

WEBER COUNTY HOUSING AUTHORITY **Full-Time with Benefits**

JOB SUMMARY Under the close supervision of an Executive Director, the outreach worker performs a variety of participant services. MAJOR DUTIES (Any one position may not include all of the duties listed, nor do the listed examples include all duties which may be found in positions of this class.) Applicant must be comfortable approaching homeless individuals and building rapport with them. Applicant must be energetic and willing to work in all weather conditions on foot or using agency vehicles. The applicant must have the ability to demonstrate perseverance in the face of obstacles such as participants exhibiting behaviors that contribute to continued homelessness.

Outreach services include, but are not limited to: Canvass areas in Weber County initiate contact with persons experiencing homelessness, administer housing pre-screening measure, and assess for other appropriate interventions. Educate clients about community resources and harm reduction practices. Link clients with services for assistance as appropriate. Accurately record demographic and other required information. Engage with participants and other members of the community appropriately. Resolve conflicts between participants and provide crisis intervention as necessary. Performs related duties as required.

MINIMUM QUALIFICATIONS A degree in the social services field, OR Five years of experience in mental health, social work, or a related field, OR Any equivalent combination of education and experience.

Some knowledge of community resources and agencies available to assist the homeless; some knowledge of treatment modalities and effective interviewing techniques; knowledge of basic instruction techniques; some knowledge of the methods and techniques of effective report writing. Ability to interview clients or program participants and obtain relevant information; ability to deal effectively with individuals of various social, economic, age, and ethnic backgrounds; ability to establish and maintain effective working relationships with the public, fellow employees, and individual clients; ability to communicate effectively, both verbally and in writing; ability to follow written and verbal instructions.

SPECIAL QUALIFICATIONS: Must have or be able to obtain a valid Utah Drivers License and have a good driving record. Applicant will be required to perform PATH (Projects for Assistance in Transition from Homelessness) duties as assigned and receive case management certification.

TOOLS AND EQUIPMENT USED Applicant must have an understanding of basic computer and ipad use. Applicant must have a basic understanding of word processing software; copy machine; fax machine.

PHYSICAL DEMANDS Applicant must be able to canvas Weber County in search of homeless households, typically this occurs on foot. Applicant must be physically able to access homeless camps. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk.

WORK ENVIRONMENT Applicant must be self-motivated in an ever changing work

environment. Applicant must be comfortable in outdoor weather conditions. The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually quiet.

POSITION IS OPENED UNTIL FILLED

APPLICATION MUST BE SUBMITTED TO:

Weber County H.R., 2380 Washington Blvd., 3rd Floor, Suite 340, Ogden, Utah 84401

EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER - DRUG & BACKGROUND

TESTING REQUIRED