



Position: On With Life (OWL) Coordinator
Location: Bronx, NY
Reports to: Managing Program Director
Hours: Full-time/40 hour per week, some evenings/weekends required

About Jericho Project

Jericho Project is a nationally acclaimed nonprofit ending homelessness at its roots by enabling homeless individuals and families to attain quality housing, employment, and mental and physical health services. The 37-year-old nonprofit serves over 2,500 individuals, including 700 veterans, annually. Jericho has been a key partner in New York City's initiative to end veterans' homelessness, and is leading bold, innovative strategies to do the same for families and young adults.

Our programs touch four cornerstones of a person's life: housing, employment, and family stability. We create a culture of "moving on" through a foundation of housing and supportive services provided by expert program specialists and case managers.

We have over 550 units of supportive housing including 9 residences in the Bronx, Harlem, and Astoria, as well as scatter-site apartments throughout NYC.

About the Position

The On With Life (OWL) Coordinator will primarily manage the transition of individuals residing in permanent supportive housing across Jericho Project into independent living. Additionally, they will provide aftercare services to those individuals once they move on.

Responsibilities:

- Assist and motivate individuals to graduate from Jericho Project supportive housing programs utilizing client centered, evidence-based practices, such as Motivational Interviewing and Critical Time Intervention.
- Review participants for *OWL* against established criteria and assist program staff in developing plans to help Jericho Project residents meet *OWL* criteria.
- Establish partnerships with Jericho Project's Program Directors and collegiate relationships with their case managers to identify *OWL* participants.
- Provide advocacy on behalf of *OWL* participants to landlords, realtors, property managers, in order to make community connections, and facilitate graduations.
- Identify long term affordable housing for *OWL* participants and ensure housing stability
- Identify and establish community resources for *OWL* participants to ensure community integration
- Work with Program Director to compile accurate and timely reports for both internal and external stakeholders.
- Work with Jericho Project's Workforce Opportunities to ensure *OWL* participants are fulfilling their established work goals.
- Work with Jericho Project's Housing Coordinator to secure relationships are obtained with landlords/brokers to provide suitable apartments that offer affordable rents.

- Liaison with HPD, NYCHA, HRA regarding acquisition and management of Section 8 housing subsidies and affordable housing.
- Coordinate aftercare services and follow-up contacts for post-discharge updates.
- Provide all services in a manner that respects cultural differences amongst tenants.
- Carry out other duties as assigned by program leadership.

Requirements:

- A Bachelor's degree in human services or related field.
- Must possess strong organizational, writing, communication, and computer skills.
- Some relevant experience working with low-income or homeless populations.
- Knowledge of affordable housing, HPD, HRA and NYCHA regulations.
- Candidates must be self-starters with the skills and energy to work within the community.
- Bilingual a plus.
- Must be computer literate.
- Veterans are strongly encouraged to apply.

Compensation:

Salary is commensurate with experience. Jericho Project offers a comprehensive benefits package.

How to Apply:

Interested applicants must submit a resume and cover letter with salary requirements to:

Human Resources Department
Jericho Project
Job Code: **On With Life (OWL) Coordinator**
245 W. 29th Street, Suite 902
New York, NY 10001
Fax 646.624.2301
careers@jerichoproject.org

No Phone Calls Please.

Jericho Project is an equal opportunity employer that does not discriminate in its hiring practices and, in order to build the strongest possible workforce, actively seeks a diverse applicant pool.

www.jerichoproject.org