



Job Posting Housing Navigator

According to the overall needs of the agency, the Housing Technician assists individuals and families living with HIV/AIDS in Chicago to achieve and maintain housing stability through assistance with housing applicants and re-applications and support in creating goal-driven plans for success.

- 1) Engage clients to assess housing needs about their income and housing history.
- 2) Develop housing plans to achieve stability.
- 3) Help clients to achieve goals they set for themselves with those plans.
- 4) Complete service assessments, financial re-certifications, and follow-ups.
- 5) Utilize housing service guide to assist in making referrals and helping PLWHA in need of individualized housing assistance.
- 6) Develop and follow up on individualized Housing Plans for short-term needs for the community clients.
- 7) Assist with applying for rent and utility assistance through State Homeless Prevention Funds.
- 8) Develop relationships with community landlords who are willing to rent to low-income individuals.
- 9) Expand referral network

Required:

- * Bachelors degree and a minimum of 2-3 years of related experience.
- * Strong interpersonal, organizational, written, and verbal communication skills.
- * Demonstrated cultural competence in working with people of color and the LGBTQ community and experience working with those living with and affected by HIV/AIDS.
- * Familiarity with data collection, analysis, and reporting.

Send Resumes to: a.pierce@tpan.com

Salary Range: \$39,000 – \$41,000

COVID Policies: Employees are required to be fully vaccinated

Office Model: Hybrid (Office and Virtual)



Test Positive Aware Network is an Equal Opportunity Employer: People of color, women, persons with disabilities, the elderly, gay, lesbian, bisexual, and transgender, and Veterans are welcomed and strongly encouraged to apply.

Test Positive Aware Network makes all hiring and employment decisions without regard to race, creed, color, age, gender, gender identity, marital or parental status, religion, ancestry, national origin, physical or mental disability, sexual orientation, sexual identity, immigrant status, political affiliation or belief, ex-offender status (depending on the offense and position to be filled), unfavorable military discharge, membership in an organization whose primary purpose is the protection of civil rights or improvement of living conditions and human relations, height, weight, or HIV infection. Individuals with disabilities requiring accommodation should contact the Human Resources Coordinator at (773) 989-9400 x233. The purpose of this job description is to signify the general nature and level of work performed by the employee(s) within this function. However, due to the nature of the Organization, the responsibilities associated with this job may change from time to time in accordance with the Organization's needs. This description is not intended to contain, or be interpreted as, a comprehensive inventory of all duties, responsibilities, and/or qualifications required of the employee(s) assigned to this position. Furthermore, the Organization reserves the right to assign or reassign duties as deemed necessary by the director supervisor and management.'