

POSITION DESCRIPTION

Position Title: Housing Placement Coordinator

Date: 8/3/2017

Department: Independent Living

Asst: Manager of Community Reintegration

JOB POSTING:

Access Living seeks one full-time employees to serve as Access Living's Housing Locators. Each Housing Locator is responsible for implementing programs that achieve and advocate for 50 consumers to obtain integrated housing options when they have a goal to deinstitutionalize from congregate care facilities. Specific duties include:

- To assist consumers to find and move into safe and habitable housing in neighborhoods that meet the desired amenities of the consumers,
- Complete required inspections and documentation of units for consumer's safety. When necessary, assure that the units meet the accessibility standards of Section 504 of the Rehabilitation Act or Illinois Accessibility Code/Fair Housing Act, as Amended,
- To maintain a list of housing providers that offer adequate and safe housing such as different-sized units in different parts of Cook County,
- Work collaboratively with external multi-disciplinary teams of care coordinators, nursing facility staff, home modification staff, fiscal agencies and other organizations on behalf of the 50 consumers
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Qualified candidates should have a majority of the following qualifications:

- Housing inspection standards under the guidelines of Housing and Urban Development,
- Ability to learn or knowledge of design and construction requirements under Section 504 of the Rehabilitation Act or Illinois Accessibility Code/Fair Housing Act, as Amended,
- Experience (personal or professional) working with people with disabilities (as peers);
- Analytical, problem solving, networking, and knowledge of skill-building techniques;
- Strong written and oral communication skills so to connect with a wide range of individuals and organizations;
- An understanding of equal opportunity within a social justice framework;
- Knowledge of disability civil rights laws (FHAA, 504, and ADA), and familiarity with the disability rights movement and/or independent living movement is preferred but not required.

People with disabilities, members of other oppressed communities, and those with personal experience with disability are highly encouraged to apply.

Access Living offers excellent benefits, vacation, sick leave, and holiday schedules.

Resumes accepted until position is filled.

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If interested, please send a cover letter and resumé to:

rmata@accessliving.org

No phone calls, please.