



Outreach Specialist

Roles and Responsibilities

Direct Engagement, Needs Assessments, and Data Collection

1. Conduct rounds in the field and directly engage with individuals and families experiencing unsheltered homelessness in places not meant for human habitation
2. Conduct initial needs assessments and determine eligibility for services by conversation and building relationships to elicit relevant information for the completion of Keela and VI-SPDAT forms
3. During rounds, connect with five people experiencing homelessness and provide information and targeted service referrals including emergency shelters, transitional housing, permanent supportive housing, rapid rehousing, and other community-based services
4. Provide intervention services by addressing urgent physical needs
5. Offer support for people as they transition from homelessness to housing by providing testimony of experience and empowering their self agency
6. Assist clients in the navigation of their homelessness experience by applying motivational interviewing and psychological first aid principles
7. Collaborate with Program Manager to create a flexible work schedule that includes regular evening, night and weekend hours
8. Assist Outreach Lead in preparation of outreach kits with food, PPE, and other essentials
9. Demonstrate a continued commitment to understanding and implementing harm reduction practices and engage in real conversations about safety and the importance of a safety plan
10. Effectively communicate orally and via written correspondence by providing all necessary information and follow up to make informed decisions in a timely and accurate manner
11. Foster a collaborative work environment and champion accountability
12. Other duties as assigned