



Alameda County Care Connect Team
is recruiting for the following position:

◇ **Home Stretch Community Coordinator -P**

Alameda County Care Connect is seeking passionate, committed agents of social change to help transform care for people experiencing homelessness and individuals needing support for multiple complex conditions.

In 2016, Alameda County Health Care Services Agency (HCSA) was awarded more than \$140 million by the California Department of Health Care Services for AC Care Connect, an ambitious and innovative program that focuses on people experiencing homelessness and people with complex physical, mental, and social conditions who need care coordination across multiple systems, such as emergency services, hospitalizations, and law enforcement, to obtain good treatment outcomes. This pilot program focuses on transforming the infrastructure of care, and will organize health care providers, housing, behavioral health, probation, and other systems to work together to better coordinate care; help patients obtain housing; and, improve communications and coordination between providers by creating a “community health record.” An estimated 20,000 people will be touched by the program over five years.

Our Mission

AC Care Connect is committed to strengthening a system of care that works together to deliver consumer centered care and supporting high need individuals (the people of Alameda County who face highly complex physical, behavioral, and social challenges) to achieve optimal independence and health.

HOW TO APPLY

Please submit a cover letter and completed County of Alameda Job Application to:
ACCareConnectJobs@acgov.org

The application template is available online on Alameda County's On-Line Employment Center at:

www.jobapscloud.com/alameda

New users can click on “New User Registration” to fill out an application template. Once the application is completed, candidates can click on the “Review” tab to “Print My Application”. A PDF version of the application or digital scan of the completed application can be submitted to the email address above.

Learn more about Alameda County Care Connect
<http://accareconnect.org/>

Home Stretch Community Coordinator-P

*The County classification for this position is Program Specialist ([link](#) to classification).

Position Overview:

Under direction of the Home Stretch Program Director, this staff member will provide program planning, coordination, training/technical assistance, administrative support, and review and evaluation functions for Home Stretch and partners of Home Stretch, such as outreach entities and community-based organizations. A major role of the Community Coordinator is to match individuals experiencing homelessness to appropriate services and housing opportunities and to interface with service providers, property managers, and subsidy administrators to facilitate referrals, while tracking data throughout this process. This position serves as County liaison with service providers and funding sources and ensures that program regulations and procedures are followed; and completes related work as required.

Distinguishing Features

This professional-level class provides technical programmatic services in areas related to securing housing for individuals experiencing homelessness with disabilities. The position will work to ensure that individuals experiencing homelessness are matched to appropriate resources and liaise with service providers and funding sources to improve coordination, ensure that regulations and procedures are followed and to expand resources. This will include monitoring and support of county-funded contracts for these activities. Specific knowledge related to Medicaid (Medi-Cal) and Housing and Urban Development (HUD) funding resources relevant to serving individuals experiencing homelessness is strongly desired.

Pay Rate: \$32.58-\$48.08 hourly; compensation commensurate with experience.

*****Please see specific position information on following page.**

Care Connect Home Stretch Community Coordinator-P

Minimum Qualifications:

Education: The equivalent to graduation from an accredited four year college or university (180 quarter units or 120 semester units) with major coursework in business or public administration, a social science or a field related to the program area to which assigned.

(Additional experience as outlined below may be substituted for the education on a year-for-year basis.)

AND

Experience I: The equivalent to three years of full-time professional-level or supervisory work in the direct delivery of services to clients or the oversight of such services in the program area to which assigned, one year of which must have included program planning and evaluation, or in program administration, contract negotiations, grants management and similar financial services.

OR

Substitution: (Possession of a Master's degree in business, public administration, social science or a related field to the program area to which assigned from an accredited college or university, may be substituted for two years of the required experience.)

Licenses: Specified positions may require possession of a valid California driver's license. Specified positions may also require licensure or certification in the programmatic area to which assigned.

Responsibilities:

- Develops, modifies, and helps disseminate effective approaches to helping the target population obtain housing and to cultivate relationships with potential outreach and referral entities.
- Researches program approaches, funding sources, service delivery organizations and other elements for possible program inclusion; evaluates alternatives, prepares reports and makes recommendations.
- Acts as the County liaison and provides coordination among community-based organizations and other service providers, County departments, State or other funding sources and community or business organizations involved with Home Stretch; interacts with various planning councils or boards; answers questions and provides training and technical assistance to service and housing providers; coordinates and facilitates regular communication among service providers throughout the County.
- Ensures adherence to contracts and collaborative agreements among Home Stretch partners, including, but not limited to, funding source regulations; recommends and facilitates implementation of procedural and operational changes to maximize positive outcomes.
- Compiles and maintains accurate records and files regarding program activities; prepares periodic and special statistical or narrative reports as required; may access multiple databases to track data and prepare such reports.
- Manages referrals and linkages to housing resources, housing navigation, landlord liaison services and other necessary supports among prioritized individuals on the County by-name-list.
- Develops and negotiates contracts and collaborative agreements with service and housing providers; ensures that contracts and agreements are renewed in a timely manner; prepares, distributes and follows up on contract and agreement documentation.
- Participates in departmental, Countywide and/or State planning processes; serves on a variety of committees and task forces. Prepares and facilitates trainings for community partners.
- Analyzes changes in regulations; evaluates the impact upon program operations and drafts policy and procedural changes as required.
- Prepares a variety of correspondence, periodic and special reports, informational publications, program documentation, policies, procedures and other written materials.
- Operates a variety of standard office equipment including a computer; drives a county or personal vehicle to make site visits and attend meetings.