



connections
FOR THE HOMELESS

2121 Dewey Avenue
Evanston, IL 60201
847.475.7070

JOB DESCRIPTION

HOUSE MENTOR

FLSA Status: Non-Exempt

Summary of Position: Our House is a shared house program in Evanston, Illinois for young men age 18 to 25 who are experiencing or at-risk of homelessness. The shared house model is one in which young people share a home with a live-in staff member and receive case management and clinical support to help them transition to independent living. The House Mentor works at Our House and is responsible for morning, evening, and overnight staffing, as well as relationship and community building with participants.

Specific Duties:

- Staff the shared house during morning, evening, and overnight hours by overseeing participant activities, checking chores, modeling independent living skills, and diffusing crises and conflicts as necessary.
- In collaboration with Program Manager, work with participants to develop and demonstrate independent living skills. Track achievements in independent living skills.
- Develop and maintain positive relationships with participants.
- Track residents' adherence to house rules.
- Complete required paperwork for each shift.
- Maintain and grow relationships with community neighbors.
- Maintain a physically and emotionally safe living environment.
- Build community among program participants.
- Actively work with participants and other staff/volunteers to drive successful outcomes, plan for discharge, and equip participants for independent living.
- Communicate regularly with all Our House staff (including the Program Manager, Clinical Director, and Community Liaison/Clinical Support).

- Coordinate with Program Manager and Connections property management staff to support program operations, including facility maintenance, cleanliness, and the stocking of necessary supplies and food.
- Obtain and maintain certification/training in CPR, TIP, and crisis intervention.
- Participate in regular Our House staff meetings and other agency meetings as assigned.
- Represent Our House and agency at community meetings and outreach events as assigned.
- Adhere to the Code of Conduct for Connections for the Homeless.
- Perform other duties as assigned.

The following qualifications are requirements for the position:

- High school graduate or equivalent
- Experience working with adolescents/young adults

Other requirements:

- Valid Illinois Driver's License with no moving violations in the last 3 years.
- Able to work independently and with diverse populations.
- Ability to operate kitchen equipment.
- Ability to walk up and down stairs
- Must submit to a criminal background check and submit to or provide evidence of a recent test for tuberculosis.

Reports to: Youth Programs Manager

February, 2016