



**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 youth ages 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 the Youth Program Supervisor, 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 Youth Program Supervisor, Clinical Director, and Community Liaison/Clinical Support).
- Coordinate with Program Manager, Youth Program Supervisor 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 and Core Values of 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 Program Supervisor  
April, 2023