



We build **strength, stability, self-reliance** through **shelter**

Community Health Worker & Intake Specialist

Aging in Place Program

Position Summary

The Home Assessor reports to the Director of Construction.

The Community Health Worker & Intake Specialist's primary responsibilities include program outreach and marketing, client recruitment and referrals, application assistance and client intake processing, pre-intervention health surveys, scheduling initial home assessments, and resident education.

About Habitat for Humanity of Greater Providence

Since 1987, Habitat for Humanity of Greater Providence (HabitatPVD) has been an independently chartered affiliate of Habitat for Humanity International, the largest non-profit homebuilder globally. Our mission is dedicated to building decent, affordable housing with families that live in substandard and unaffordable housing and to make the need for affordable, safe, healthy, and efficient shelter a matter of conscience and action.

HabitatPVD knows first-hand that a decent home provides the strength, stability, and independence that Individuals need to thrive. HabitatPVD's current strategy to fulfill its mission includes a first-time affordable homeownership program, a home repair & modification program, and a workforce training program

Aging in Place Program Overview

HabitatPVD is developing an AIP home modification program focused primarily on serving dually enrolled Medicare and Medicaid Rhode Island households. This program aims to deliver effective strategies to enhance older adults' lives by providing AIP home modifications, creating access to additional home improvement resources, developing opportunities for volunteer engagement, and supporting the development of a referral network of organizations and agencies providing direct services for older adults. HabitatPVD has been awarded grant funds to offer AIP home modifications to low and moderate-income-eligible older adults who occupy privately owned, rental, or owner-occupied sub-standard housing. HabitatPVD will leverage assets from their respective programs to enhance a cost-effective approach to complete 125 units during 24 months of performance.

Key Responsibilities

The Community Health Worker & Intake Specialist will process all AIP Program applications. Applicants will be encouraged to complete their application electronically but will have access to paper forms if required. In addition to standard program application materials, AIP Program-specific materials will be completed. These materials may include waivers, medical-release forms, and initial surveys.

Habitat's Community Health Worker & Intake Specialist will complete a one-to-one client interview and education session to be completed at the time of the initial AIP Program assessments. The specialist will conduct a semi-structured clinical interview that helps participants identify and prioritize up to three functional goals. For each of the goals, the specialist will observe the participant's performance of the relevant activity. For example, suppose a participant reports difficulty bathing because she or he fears getting into and out of the tub. In that case, the specialist will observe how the participant attempts to accomplish the task. For example, the participant might grab the soap dish for balance because

there was no handrail available. The specialist will also conduct assessments to determine an AIP baseline for mobility, functionality, and quality of life to assess AIP Program services' efficacy. Last, the specialist will complete one-to-one aging in place education sessions to improve each participant's awareness and knowledge of key AIP concepts. As part of the initial assessment, the specialist will identify needs connected with older adult referral partners (e.g., meals on wheels, grocery delivery, laundry, etc.).

After each home modification, each participant will receive a customer service survey to assess program satisfaction. The Community Health Worker & Intake Specialist will also conduct six-month and twelve-month post-work evaluation surveys to compare with baseline assessments conducted during the initial home assessment.

Qualifications

The successful candidate will be self-directed, highly organized, who is committed to the vision and values of Habitat for Humanity. The following standards will generally define the successful incumbent:

- Minimum 5 years of related professional experience
- Enjoys a fast-paced work environment and collaborating with a broad diversity of staff and partners
- Skilled at multi-tasking
- Good sense of self and strong personal presence
- Willingness to work hard and take direction-but also creatively solve problems for which the answers are not always obvious
- Knowledge of HabitatPVD and key stakeholders desirable but not essential

The Community Health Worker & Intake Specialist will be required to work a full-time schedule with some flexibility required on nights and weekends.

HabitatPVD offers a strong benefits package including (health, dental, and vision insurance), a generous allotment of paid holiday and personal/vacation time, flexibility to occasionally telecommute from home, and an inspiring and innovative organizational culture. Salary is commensurate based on experience.

HabitatPVD is committed to providing an inclusive and welcoming environment for all staff members, clients, volunteers, subcontractors, vendors, and clients and is proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment. HabitatPVD does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, and provision of services.

How to Apply

All applicants should submit a cover letter and resume to Human.Resources@habitatpvd.org

