



EMPLOYMENT OPPORTUNITY

Tri-City Mental Health Services invites your application for the position of:

COMMUNITY NAVIGATOR I/II
(Full-Time/Limited Term 18 months)
HOURLY RATE: I - \$16.9426 - \$22.0250
II - \$18.6365 - \$24.2275 (DOQ)
On-Call Pay \$2,100/yr.

APPLY BY: OPEN UNTIL FILLED

THE POSITION

Tri-City is looking for **three (3)** special individuals to serve as Community Navigator I/II's as part of the Los Angeles Homeless Measure H Initiative within the MHSA Department. **These positions are limited term (18 months) positions with the potential of being extended. The positions require field work and on-call duties for 1 or 2 weeks every month.** The Community Navigator position works to engage with individuals and families at risk of homelessness or who are in need of a variety of services in order to secure housing stability. Services that include formal and informal support tailored to their particular culture, ethnicity, age and gender identity. These positions will report to a MHSA Program Supervisor.

This position is responsible for a variety of ongoing responsibilities including, but not limited to:

- Recruit community-based organizations, faith based organizations, and other community groups to become a part of an active and ever growing locally based support network for people, including those most challenged with housing and stability;
- Follow-up with people they have engaged to ensure that they have connected with support structures and received the help they need;
- Utilize HMIS/Coordinated Entry System to enter client information; provide advocacy to clients and assist them in getting connected to appointments with agencies and health care providers; Promote and make presentations at emergency shelters, community food banks, intergovernmental agencies,

TRI-CITY BENEFIT OVERVIEW:

SALARY: Merit increases available annually based on performance, budget availability and supervisor approval.

VACATION: 80 hours per year, increasing with years of service. Cash out option available.

HOLIDAYS: 10 paid holidays per calendar year plus additional 16 hours of floating holidays.

SICK LEAVE: 88 hours per year with no cap.

RETIREMENT: Tri-City participates in the California Public Employees Retirement System (CalPERS) with a retirement formula of 2% @ 55 for Classic members & 2% @ 62 for PEPR members; employee contributes 7% & 6.75%, respectively; no Social Security.

HEALTH INSURANCE: Medical (Kaiser HMO), dental (MetLife PPO) & vision (EyeMed) of which Tri-City pays 80% of premiums.

LIFE INSURANCE: Paid at 1 times annual salary.

ADDITIONAL BENEFITS: STD/LTD & ADD, FSA, EAP, Deferred Compensation (457b), Credit Union, Bilingual Pay, On Call Pay, Employee Referral Program, Loan Forgiveness & paid time off for CME, etc.

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local not-for profit associations, and community centers and other duties as assigned. *A complete job description available upon request.*

QUALIFICATIONS

Community Navigator I: A bachelor's degree or equivalent degree is preferred, as is personal or professional experience with mental health issues. Considerable experience working in or with community and non-profit organizations, and working with people who need services and their families a must, as is an ability to work with and earn the trust of individuals and groups across different cultures and different income levels.

Community Navigator II: A bachelor's degree or equivalent degree is highly desirable, combined with several years of an understanding of mental health issues and network services. Extensive experience working in or with community and non-profit organizations and community outreach, working with people who need services and their families a must, as is an ability to work with and earn the trust of individuals and groups across different cultures and different income levels.

License: Must have and maintain a valid Driver's License with a satisfactory driving record and current, valid automobile insurance. *Preferred candidates will have personal or professional experience working with individuals that experience homelessness and mental health challenges; experience working in or with community and non-profit organizations; engaging individuals and families who need services along with the ability to earn the trust of individuals.*

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Any combination of education and experience that would provide the required knowledge, abilities and skills may be considered as qualifying. *Candidates may be hired above the minimum salary range depending on qualifications (DOQ).

APPLICATION & SELECTION PROCESS:

Applications will be received and reviewed through CalOpps website. Those candidates, whose applications indicate that they are most qualified, will be invited to attend an oral interview. If necessary a second and third oral interview will be conducted.

To apply, please visit our Jobs Page at <http://www.tricitymhs.org/jobs> or via CalOpps at: <https://www.calopps.org/node/11282471/recruitments>

You must apply online. Tri-City does not accept fax, email or copy applications. You may include a cover letter and resume, however, resumes in lieu of completion of the online application are not accepted. Questions regarding this recruitment can be directed to: hr-team@tricitymhs.org

AN EQUAL OPPORTUNITY EMPLOYER

Tri-City does not discriminate on the basis of race, color, religion and religious creed, sex, gender, gender identity, gender expression, national origin, ancestry, citizenship status, age, marital status, disability, medical condition, genetic characteristics or information, sexual orientation, military and/or veteran status or any other basis protected by law. Tri-City maintains and enforces a zero-tolerance policy relating to substance abuse and maintains a smoke-free workplace.

ABOUT TRI-CITY

Tri-City Mental Health Services is a public agency serving the diverse communities of Pomona, Claremont, and La Verne. Established in 1960, Tri-City Mental Health Services (TCMHS) was conceptualized as a comprehensive mental health service provider, dedicated to helping families and individuals of all ages reach their full potential. Through close and dedicated collaboration with the community it serves, TCMHS has successfully created an integrated system of care that ensures access and enhances mental and emotional health. Available services include but are not limited to psychotherapy, clinical case management, medication support, peer-to-peer support, psychoeducation, linkage and referral, vocational training and support, socialization activities, and community outreach.

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