**Rapid Transition Housing Program/Olmstead Housing Subsidy Program**

**Independent Living Specialist**

**Reports to: Director for Housing Programs**

**Travel Required:** The Independent Living Specialist’s office is located in Medford, N.Y. but job responsibilities will require for the individual to travel through-out Nassau and Suffolk County.

**Reliable car a must.**

**Salary: $42,000-$44,000**

**Position: Full time; 35 hours per week; (does not include lunch). Some weekend and evening work.**

**Applicants will be trained.**

# Qualifications

* Minimum of aBachelor's degree ***or*** an equivalent combination of education and experience to successfully perform the essential duties of the position may be substituted.,
* Experience with concepts of Independent Living, consumer control, and a strong commitment to promoting and advocating for the full integration of individuals with disabilities.
* Experience transitioning individuals, including familiarity with finding affordable, accessible, integrated housing and the development of individualized service plans.
* Knowledge of state and local housing policies, practices, laws and issues impacting seniors and people with disabilities preferred.
* Knowledge of the State’s Medicaid program and community resources, which can assist people with disabilities living independently.
* Willingness and ability to readily respond to changing circumstances and expectations.

# Responsibilities

# Responsibility for the establishment and delivery of Individualized Service Plans (ISP) with a focus on person-centered planning to meet the needs of RTH program participants to live independently, including but not limited to linkages to community resources, budgeting, transportation, and health care referrals.

# Conducts home visits for assessment, implementation, and revisions of ISPs.

# Work locally to establish mutual referral systems with Managed Care Organizations, Performing Provider Systems, hospitals, nursing homes, service providers, etc.

* Collaborate with applicants and/or their Housing Specialist, Transition Specialist, Nursing Home Discharge Planner, Care Manager (CM), natural support, or advocate to ensure a support services plan is in place for program admission and transition to independent living.
* Track and report on all activities using the statewide project database.
* Perform other duties and attend trainings as requested by the Program Director or the Chief Executive Officer.