

Title: Young Adult Homelessness Resources Coordinator

Summary: This position is an integral part of the planning team supporting locally and federally funded agencies in the Louisville/Jefferson County Continuum of Care with an emphasis on ensuring that no young adults need to sleep outdoors.

Reports to: Family Homelessness Resources Manager

Direct Reports: None

Classification: Regular Full-Time Exempt

Salary Range: \$56,000 - \$62,000 annual salary

Office Schedule: Positions at the Coalition for the Homeless are currently hybrid with employees working from home up to two days a week with supervisor approval and in the office the remainder of the week. This position is expected to spend a considerable amount of time in the community working with service partners and funders addressing young adult homelessness.

Description: The Young Adult Homelessness Resources Coordinator is an integral part of the planning team supporting federally and privately funded agencies in the Louisville/Jefferson County Continuum of Care. This position will use the 2024 YHDP Evaluation of existing resources and service gaps to lead the community's response to the identified gaps and to work with the CoC Performance Manager to assess the progress of agencies serving unhoused young adults. Candidates must be skilled at working with others to build coalitions to address community-wide goals, enjoy working in the field with local providers in order to improve outcomes and be willing to share the message of successful programming and solutions with funders. Candidates must also possess a passion for social justice issues and desire to work towards the goal of ending homelessness.

Minimum Requirements: Bachelor's Degree in a related field preferred. Familiarity with Microsoft Office suite. Ability to learn basic online platforms with which you may not be familiar. Willingness to appear on Zoom, Google Meets. Strong interpersonal skills and the ability to develop strong work relationships across sectors, both in-person and remotely. Demonstrated project management experience and ability to collaborate with others to plan, implement, and finish high quality projects. Excellent communication skills, including the ability to host planning meetings, write and lead the community in completing plans and reports, and share expectations about program outcomes. Ability to communicate to a wide variety of stakeholders of varying educational abilities. Strong technical writing skills.

Benefits:

- Medical, dental (employee option), vision (employee option), life, and short-term disability insurances
- SEP/403(b) with 7% contribution
- Up to 15 days paid vacation leave in first year
- Up to 12 days paid sick leave
- Up to 10 paid holidays
- \$30/month health/self-care reimbursement.