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***Community Action Partnership of Lancaster and Saunders Counties is a private,***

***not-for-profit organization with the belief that extraordinary employees have the power to***

 ***positively transform lives and communities. We value people who are passionate, ethical,***

***and dedicated to empowering those living in poverty to reach economic stability.***

**Supportive Housing Assistant**

The successful applicant will:

* Provide administrative support to the Supportive Housing Program
* Provide client advocacy through coordinating services within Community Action and with other agencies
* Build relationships with landlords and community agencies
* Assist with housing placement and inspections

### Associates in Human Services, Business or related field. Relevant experience may substitute

### for education. Experience working with homeless population and diverse cultural groups

### preferred. Case management experience preferred. Must have excellent assessment and

### planning skills. Knowledge of community resources required. Valid driver’s license and good

### driving record required.

This is a part-time temporary position.

**For information regarding benefits please contact Human Resources at 402-875-9316 or**

**mandrews@communityactionatwork.org**

**Resumes and cover letters should be sent to:**

**mandrews@communityactionatwork.org**

Community Action Partnership of Lancaster and Saunders Counties is an equal opportunity employer and does not discriminate on the basis of race, color, religion, national origin, marital status, veteran status, political affiliation, sexual orientation or gender identity, disability, sex, age or any other status protected by state or federal law.