

CAMBA Career Opportunities

CAMBA offers competitive salaries, excellent benefits and an opportunity to work in a friendly and diverse work environment. To apply for one or more of these openings, e-mail your resume with a cover letter as one document attachment in MS Word to submitresumes@camba.org.

Specify the title(s) of the position(s) for which you are applying on the e-mail subject line. If your resume appears to be suited to a current job opening, a program representative will contact you.

Thank you for your interest in jobs at CAMBA. CAMBA is an Equal Opportunity Employer (EOE).

No phone calls please. When resume is submitted you will receive an automatic e-mail.

Please note: This site provides a listing of jobs currently available but some jobs may have been filled before the site update. This site was updated 3/16/2016.

The job opportunity descriptions shown below are organized in the following categories:

[Managerial](#)
[Non-Managerial](#)
[Part Time](#)
[Per Diem](#)
[Internship](#)

Managerial

*PROGRAM DIRECTOR, HEALTH HOME

CAMBA's **Health Home** program is an innovative new model of care management focused on improving the health outcomes for individuals with severe mental illness & other complex chronic illnesses through coordinated networks of medical, psychiatric, behavioral health, social service & housing providers. Staff will use cutting-edge health information technology & a unified plan of care to ensure all clients connect to & maintain primary medical care, prevent hospital stays, &/or reduce the length of hospitalizations. CAMBA's participation in health home places it at the forefront of a broad system wide change that will have a significant impact on many human services sectors.

The person filling this position is expected, under general direction, to: (1) direct and/or participate in a variety of related programs within the organization; (2) plan, develop and coordinate services among all of the directed programs; and, (3) interact with funders on a regular basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

Bachelor's Degree (BA) and five years of applicable experience and/or equivalent experience. Master's Degree or advanced degree in the following fields preferred: Social Work (LMSW or LCSW), Mental Health Counseling, Counseling/Guidance, Master of Public Administration (MPA), Master of Public Health, or Registered Nurse (RN). A license is required of these Master's Degrees: Social Work (LMSW or LCSW), Mental Health Counseling, Counseling/Guidance, Art Therapy.

OTHER REQUIREMENTS:

Knowledge about, understanding of, and ability to work closely with, persons with chronic illnesses.
Experience with public speaking, leading teams, team building, and community networking.
Experience with the use of technology and the integration of technology into program workflow.
Experience with community outreach and/or sales.
Bi-lingual English with any one of the following languages: Spanish, Russian, Haitian-Creole, Chinese (Mandarin or Mandarin/Cantonese) preferred.
Prefer someone with progressive management, administrative and leadership experience overseeing large population of social service recipients.
Some evening/weekend availability may be required.

CAMBA Career Opportunities

*PROGRAM MANAGER (SPECIAL PROJECTS/INITIATIVES), HEALTH HOME

Essential Duties and Responsibilities: The person filling this position is expected, under general direction, to: (1) manage one or more programs which require contact with internal and/or external clients and/or the community; (2) has understanding of all aspects of contract requirements and communicate this understanding to staff; and (3) participate in program design; including the following:

Develop and implement Quality Assurance measures to ensure quality service delivery to clients as well as ensure proper documentation policies are followed.

Implement Quality Assurance procedures for measuring & documenting client outcomes.

Facilitate ongoing staff trainings for all incoming and current staff.

Ensure that all new staff are trained in Program Policies and Procedures as well as best program practices.

Recruit, screen, interview, and set up second interview with CAMBA's Human Resources department.

Conduct recruitment effort by writing and placing advertisements.

Maintain the program structure by updating job requirements and job descriptions for all positions

Manage program's disciplinary process in conjunction with CAMBA's Human Resources department.

Act as liaison between CAMBA's Health Link program and agency's human resources department.

Oversee all training opportunities of staff.

Human Resource experience a plus.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (B. A. or B. S.) and three years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS:

Knowledge about, understanding of, and ability to work closely with, persons with chronic illnesses.

Familiarity with health information technology, regional health information organizations, funder based data systems (i.e., AIRS, CAIRS, eShare, etc), government health information systems (i.e., PSYCKES) and care management data systems or electronic medical record systems.

Experience with project management, data management and database development (i.e., Excel, Access, etc.)

interoperability between data systems, electronic file transfers, and file security.

Experience with training staff in the use of technology and integration of technology into program workflow.

Experience with public speaking, leading teams, team building, and community networking.

Experience with community outreach and/or sales.

Bi-lingual English with any one of the following languages: Spanish, Russian, Haitian-Creole, Chinese (Mandarin or Mandarin/Cantonese) preferred.

Some evening/weekend availability may be required.

CAMBA's Health Home program is an innovative new model of care management focused on improving the health outcomes for individuals with severe mental illness & other complex chronic illnesses through coordinated networks of medical, psychiatric, behavioral health, social service & housing providers. Staff will use cutting-edge health information technology & a unified plan of care to ensure all clients connect to & maintain primary medical care, prevent hospital stays, &/or reduce the length of hospitalizations.

CAMBA's participation in health home places it at the forefront of a broad system wide change that will have a significant impact on many human services sectors.

CAMBA Career Opportunities

*PROGRAM MANAGER, SCATTERED SITE HOUSING PROGRAM - QUEENS

The **Scattered Site Housing Program (SSHP) - Queens** is a community based, permanent, independent apartment housing program for HIV/AIDS Services Administration (HASA) clients. This program provides 140 units of scattered site housing and all units are leased in the agency's name. Seventy-five percent of the units are for single individuals and twenty-five percent are for families. Both case management and housing maintenance services are provided. In addition, clients receive partial financial assistance with their utility bills. Clients with income other than Public Assistance must pay thirty percent of their household's income to the program as rent. **Essential Duties and Responsibilities:** The person filling this position is expected, under general direction, to: (1) manage one or more programs which require contact with internal and/or external clients and/or the community; (2) has understanding of all aspects of contract requirements and communicate this understanding to staff; and, (3) participate in program design. **MINIMUM EDUCATION/EXPERIENCE REQUIRED:** Bachelor's degree (B. A. or B. S.) and three years of applicable experience and/or equivalent experience. **OTHER REQUIREMENTS:** Knowledge about, understanding of, and ability to work closely with, persons with HIV/AIDS and related issues.

*SENIOR PROGRAM MANAGER, FISCAL DEPARTMENT - GENERAL FINANCE

CAMBA's General Finance Department is responsible for assuring that the financial policies of the Agency conform to all laws, regulations and CAMBA's fiscal policies, and that all financial resources are controlled, recorded and reported. The General Finance Department plans, organizes, and monitors the financial activities of the Agency. The department is responsible for the day to day management of all the Agency's cash services including, but not limited to: Cash Receipts, Accounts Payable, and Accounts Receivable. This Department prepares the comprehensive combined financial statements and prepares for and oversees the year-end financial audit, the A133 and all funder required audits. The person filling this position is expected, under general direction, to ensure the smooth day-to-day running, coordination and supervision of General Finance staff and services in accordance with all fiscal goals, targets, and performance outcomes and all CAMBA and program policies, procedures and protocols.

The minimum qualification for this position is a Bachelor's degree (B.A., B.S.) and five years of applicable experience and/or equivalent experience. **OTHER REQUIREMENTS:** Experience in not-for-profit accounting and auditing. Good knowledge of GAAP, accounting procedures, audit schedules and financial reporting requirements. Very strong computer skills in Excel and accounting programs (knowledge of MIP preferred). Must abide by strict ethical standards. Must maintain integrity, objectivity and confidentiality at all times. Must avoid personal conflicts of interest.

ASSISTANT PROGRAM DIRECTOR, HEALTH HOME

CAMBA's **Health Home** program is an innovative new model of care management focused on improving the health outcomes for individuals with severe mental illness & other complex chronic illnesses through coordinated networks of medical, psychiatric, behavioral health, social service & housing providers. Staff will use cutting-edge health information technology & a unified plan of care to ensure all clients connect to & maintain primary medical care, prevent hospital stays, &/or reduce the length of hospitalizations. CAMBA's participation in health home places it at the forefront of a broad system wide change that will have a significant impact on many human services sectors. The person filling this position is expected, under general direction, to: (1) assist, direct and manage a variety of programs; (2) provide direct supervision of direct reporting staff; (3) assist in program and contract development, oversee regulatory compliance, facilities management, and policy and systems development; (4) interact with vendors and sub-contractors on a regular basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's Degree (BA) and three years of applicable experience and/or equivalent experience. Master's Degree or advanced degree in the following fields preferred: Social Work (LMSW or LCSW), Mental Health Counseling, Counseling/Guidance, Master of Public Administration (MPA), Master of Public Health, or Registered Nurse (RN). A license is required of these Master's Degrees: Social Work (LMSW or LCSW), Mental Health Counseling, Counseling/Guidance, Art Therapy.

OTHER REQUIREMENTS: Knowledge about, understanding of, and ability to work closely with, persons with chronic illnesses. Experience with public speaking, leading teams, team building, and community networking. Experience with the use of technology and the integration of technology into program workflow. Experience with community outreach and/or sales. Bi-lingual English with any one of the following languages: Spanish, Russian, Haitian-Creole, Chinese (Mandarin or Mandarin/Cantonese) preferred. Prefer someone with progressive management, administrative and leadership experience overseeing large population of social service recipients. Some evening/weekend availability may be required.

CAMBA Career Opportunities

ASSISTANT PROGRAM DIRECTOR, HIV/AIDS HOUSING PROGRAMS

Short Term Housing Program: This program provides 35 units of congregate and transitional housing to PLWHA who are homeless or at serious risk of homelessness. There are 10 units of housing at the program's congregate facility located at 23 Winthrop Street and there are 25 units of housing in the community. Seven community based apartments are for families and eighteen clients share nine 2 bedroom apartments until permanent housing can be attained. Clients receive case management and other services from staff. **Transitional Congregate Housing Program:** Provides 19 units of emergency transitional housing to clients coming from HIV/AIDS Services Administration (HASA) Emergency Placement Unit. Clients reside in our 24 hour congregate residence located at 25 Winthrop. Each individual has their own lockable bedroom but shares common areas such as the bathroom and living room. This housing is for single individuals only. The length of stay is generally limited to six months. Staff provides case management and housing placement services. The program's goal is to prepare individuals for permanent housing placement. **Ryan White Housing Placement Assistance:** This program assists 68 single adults and families living with HIV/AIDS and at risk of homelessness living to locate and secure permanent housing. Staff help locate apartments for clients and financial assistance for brokers' fees is available.

Essential Duties and Responsibilities: The person filling this position is expected, under general direction, to: (1) direct and/or participate in a variety of related programs within the organization; (2) plan, develop and coordinate services among all of the directed programs; and, (3) interact with funders on a regular basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (B.A.) and three years of applicable experience and/or equivalent experience. **OTHER REQUIREMENTS:** Knowledge about, understanding of, and ability to work closely with, persons with HIV/AIDS and related issues.

ASSISTANT PROGRAM MANAGER (OUTREACH), CAMBA'S CURE VIOLENCE PROGRAM

CAMBA's Cure Violence Program works with 16 – 24 year old at risk youths who are or may have been involved in street violence, community residents, businesses and community-based organizations to implement Cure Violence: The Campaign to Stop the Shooting. Cure Violence is a public health strategy to reduce and prevent shootings and killings. This program will focus on a defined area identified as a "hot spot" in Brownsville, Brooklyn for shooting violence within the 73rd Precinct. The program works to prevent gun violence by: 1) mediating conflicts that may end in gun violence, 2) changing the thinking of individuals who are most at risk of being victims or perpetrators of violence, and 3) working closely with a broad coalition of local partners to promote a visible community-wide message that shooting is unacceptable behavior.

Essential Duties and Responsibilities: The person filling this position is expected, under general direction, to ensure the smooth day-to-day running, coordination and supervision of all program-related staff and services in accordance with all program goals, targets, and performance outcomes and all CAMBA and program policies, procedures, and protocols. **MINIMUM EDUCATION/EXPERIENCE REQUIRED:** Bachelor's degree (B.A.) and two years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS: Significant program management experience (i.e., supervising staff, monitoring budgets, documenting activities and outcomes, meeting program goals, etc.); and proven community organizing abilities. Equally at home conversing with gang members, community activists, law enforcement personnel, and public officials. Experience supervising formerly incarcerated individuals is a plus. Subject to a criminal background check and random drug testing. No pending criminal cases or prior convictions for sexual assault, child abuse or domestic violence or history thereof. Strong knowledge of the Brownsville community. Experience working with court-involved young adults. Experience working with staff with criminal justice histories preferred. Experience and/or training in community-based crisis intervention. Familiarity with Brownsville 73rd Police Precinct community challenges of teens and young adults there; strongly preferred. Ability to work a flexible schedule including morning, evening and weekends as needed. Must have understanding of, sensitivity and commitment to working with families of youth that have experienced gun related trauma.

CAMBA Career Opportunities

PROGRAM MANAGER, JUSTICE INVOLVED SUPPORTIVE HOUSING PROGRAM

CAMBA's Justice Involved Supported Housing Initiative (JISH) provides 30 units of scattered site supportive housing to homeless individuals with a probable mental health illness and/or a substance use disorder, with recent histories of cycling through the NYC criminal justice and shelter system. Three (3) units will be set aside for direct referrals for individuals entering an Alternative-to-Detention (ADT) and/or Alternative-to-Incarceration (ATI) program.

The person filling this position is expected, under general direction, to: (1) Manage one or more programs which require contact with internal and/or external clients and/or the community; (2) Has understanding of all aspects of contract requirements and communicate this understanding to staff; and (3) Participate in program design.

EDUCATION/EXPERIENCE REQUIRED: Licensed Master's Degree in Social Work (LMSW or LCSW) or a related field and five (5) years of applicable experience. (A license is required of these Master's Degrees: Social Work (LMSW or LCSW), Mental Health Counseling, Counseling/Guidance, Art Therapy).

OTHER REQUIREMENTS: Five (5) years of experience providing services to the target population, at least two (2) years of experience in the management and/or supervision of a housing or case management program, and one (1) year in a justice related program.

SUPERVISOR I (RECREATION), BROADWAY HOUSE WOMEN'S SHELTER

The **Broadway House Women's Shelter** located in the Bushwick section of Brooklyn serves 165 women, approximately 37 of whom are MICA. **Essential Duties and Responsibilities:** The person filling this position is expected, under general direction, to ensure the smooth day-to-day running and supervision of recreational program staff and services in accordance with program goals, targets, and performance outcomes and all CAMBA and program policies, procedures, and protocols.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and two years of applicable experience and/or equivalent experience. Licensed Master's degree in Art Therapy preferred. (A license is required of these Master's Degrees: Social Work (LMSW or LCSW), Mental Health Counseling, Counseling/Guidance, Art Therapy).

OTHER REQUIREMENTS:

May be required to become First Aid/CPR certified.
May be required to become certified in overdose prevention.
Bi-lingual preferred.

SUPERVISOR I, ATLANTIC HOUSE MEN'S SHELTER PER DIEM (ON CALL)

CAMBA's Atlantic House Men's Shelter located in the Brownsville section of Brooklyn serves 200 single men at any given time. The majority of these clients are dually diagnosed with mental illness and substance abuse.

The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

The minimum qualification for this position is HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

Shifts for the Supervisor I (Per Diem) are 8am-4pm, 4pm-12am and 12am-8am.

CAMBA Career Opportunities

SUPERVISOR I, ATLANTIC HOUSE MEN'S SHELTER

CAMBA's Atlantic House Men's Shelter located in the Brownsville section of Brooklyn serves 200 single men at any given time. The majority of these clients are dually diagnosed with mental illness and substance abuse. The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

SUPERVISOR I, BROADWAY HOUSE WOMEN'S SHELTER

PER DIEM (ON CALL)

The **Broadway House Women's Shelter** located in the Bushwick section of Brooklyn serves 165 women, approximately 37 of whom are MICA. **Essential Duties and Responsibilities:** The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all facility/operations-related staff and services on a day-to-day basis, in order to ensure that all client goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years applicable experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

OTHER REQUIREMENTS:

Must obtain and maintain First Aid/CPR certification.
Must obtain and maintain certification in overdose prevention.
Must obtain and maintain F-80 Fire Safety Coordinator certification
Must obtain and maintain CPI (Crisis Prevention) certified
Bi-lingual preferred.

SUPERVISOR I, BROADWAY HOUSE WOMEN'S SHELTER

The **Broadway House Women's Shelter** located in the Bushwick section of Brooklyn serves 165 women, approximately 37 of whom are MICA. **Essential Duties and Responsibilities:** The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all facility/operations-related staff and services on a day-to-day basis, in order to ensure that all client goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years applicable experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

OTHER REQUIREMENTS:

Must obtain and maintain First Aid/CPR certification.
Must obtain and maintain certification in overdose prevention.
Must obtain and maintain F-80 Fire Safety Coordinator certification
Must obtain and maintain CPI (Crisis Prevention) certified
Bi-lingual preferred.

CAMBA Career Opportunities

SUPERVISOR I, CAMBA'S INITIATING CHANGE AROUND REPRODUCTIVE EMPOWERMENT (iCARE)

CAMBA's Initiating Change Around Reproductive Empowerment (iCARE): Through a grant from the New York State Department of Health, iCARE seeks to address maternal and infant health behavior, supports and service systems across three key life stages: preconception, prenatal/postpartum, and interconception. iCARE provides high need women and infants with services focused on improved maternal and infant health outcomes to the hardest-to-reach populations in the 11203, 11226, 11233 and 11212 communities.

The person filling this position is expected, under general supervision, to ensure the smooth day-to-day running and supervision of program-related staff and services in accordance with all program goals, targets, and performance outcomes and all CAMBA and program policies, procedures, and protocols.

The minimum qualification for this position is Licensed Master's Degree in Social Work (i.e., LMSW, LCSW) or related field and two years of supervisory experience, or Licensed BA in Nursing (RN or NP) and three years of supervisory experience.

SUPERVISOR I, EVICTION PREVENTION UNIT

Located on-site in an HRA Job Center in Brooklyn, CAMBA's **Eviction Prevention Unit (EPU)** is targeted to 1,500 clients yearly at risk of becoming homeless, whose problems cannot be solved by the general Center staff. CAMBA's EPU staff members help clients stabilize their housing and financial situations by providing welfare advocacy, assistance applying for housing benefits and other rental arrears assistance, as well as referrals to legal services that will help them resolve problems with government benefits and housing. The program also makes referrals to other needed benefits and services to enhance housing stability, foster self-sufficiency and improve family functioning.

The person filling this position is expected, under general direction, to ensure the smooth day-to-day running and supervision of program-related staff and services in accordance with all program goals, targets, and performance outcomes and all CAMBA and program policies, procedures, and protocols.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and/or equivalent experience (i.e - Prior FEPS and/or eviction prevention experience strongly preferred).

SUPERVISOR I, FLAGSTONE FAMILY CENTER

PER DIEM (ON CALL)

The Flagstone Family Center provides comprehensive case management services for homeless families.

Essential Duties and Responsibilities: The person filling this position is expected to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree and 2 years experience, or Bachelor's degree and/or equivalent experience.

CAMBA Career Opportunities

SUPERVISOR I, FLAGSTONE FAMILY CENTER

PART TIME

The Flagstone Family Center provides comprehensive case management services for homeless families. **Essential Duties and Responsibilities:** The person filling this position is expected to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree and 2 years experience, or Bachelor's degree and/or equivalent experience.

SUPERVISOR I, HOMELESS PREVENTION INITIATIVE (HOMEBASE)

The HomeBase program provides case management and essential services to individuals and families at risk of homelessness in Bedford-Stuyvesant.

Essential Duties and Responsibilities: The person filling this position is expected to ensure the smooth day-to-day running and supervision of program-related staff and services in accordance with all program goals, targets, and performance outcomes and all CAMBA and program policies, procedures, and protocols; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree and/or equivalent experience.

SUPERVISOR I, MAGNOLIA HOUSE WOMEN'S SHELTER PER DIEM (ON CALL)

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 single women at any given time. The majority of these clients are diagnosed with mental illness, some dually with chemical addictions.

Essential Duties and Responsibilities: The person filling this position is expected to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis, access client data using DHS' CARES database as needed; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree and 2 years' experience, or Bachelor's degree and/or equivalent experience.

SUPERVISOR I, MAGNOLIA HOUSE WOMEN'S SHELTER PART TIME

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 single women at any given time. The majority of these clients are diagnosed with mental illness, some dually with chemical addictions.

Essential Duties and Responsibilities: The person filling this position is expected to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis, access client data using DHS' CARES database as needed; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

HS Diploma or GED and 3 years applicable experience, or Associate's degree and 2 years' experience, or Bachelor's degree and/or equivalent experience.

CAMBA Career Opportunities

SUPERVISOR I, OPPORTUNITY HOUSE MEN'S SHELTER PER DIEM (ON CALL)

CAMBA's Opportunity House (COH) is a 62 bed men's general population shelter funded by New York City Department of Homeless Services located in downtown Brooklyn. COH offers clients a supportive, structured therapeutic, safe, and drug-free facility.

The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis; conduct supplemental screening for curfew violators of 30 days or more; etc.

The minimum qualification for this position is a HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

SUPERVISOR I, PARK SLOPE SHELTER FOR WOMEN

The **Park Slope Shelter for Women** located at the Park Slope Armory in Brooklyn serves 100 MICA women.

The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all facility/operations-related staff and services on a day-to-day basis, in order to ensure that all client goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years applicable experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

OTHER REQUIREMENTS: Must obtain and maintain First Aid/CPR certification.

Must obtain and maintain certification in overdose prevention.

Must obtain and maintain F-80 Fire Safety Coordinator certification

Must obtain and maintain CPI (Crisis Prevention) certified

Bi-lingual preferred.

SUPERVISOR I, PARK SLOPE WOMEN'S SHELTER PER DIEM (ON CALL)

The Park Slope Shelter for Women serves 100 MICA (mentally ill chemical abusing) women at the Park Slope Armory in Brooklyn. The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

The minimum qualification for this position is HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

SUPERVISOR I, THE GATHERING PLACE DROP-IN CENTER PER DIEM (ON CALL)

The Gathering Place is a Drop-In Center in Brooklyn serving 75 homeless men and women 18 years and older. The Center is open from 6am to 8:30pm / 7-days-a-week and provides a safe, sanitary, and stable alternative to the street. The Center uses an individualized and flexible approach to serve the hard-to-reach homeless population. Center services include: two nutritious meals a day; shower and laundry facilities; access to clothing, mail and telephone services; recreational activities; intensive case management services; benefits/entitlements assistance; and, comprehensive medical and mental healthcare services, substance abuse counseling and treatment referral services. The Center's goal is to re-connect clients to treatment services and assist in their transition to temporary shelter and/or permanent housing.

The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis, etc.

The minimum qualification for this position is a HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years' experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

CAMBA Career Opportunities

SUPERVISOR I, THE LANDING

PER DIEM (ON CALL)

CAMBA's The Landing Family Shelter is funded by New York City Department of Homeless Services and offers families a supportive, structured therapeutic, safe, and drug-free facility. It provides comprehensive case management services to 169 families who are in a transitional residence program for homeless families. The three story facility has rooms of various sizes, common areas and provides on-site security and social services.

The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

OTHER REQUIREMENTS: Must obtain and maintain, throughout the duration of employment, State Central Registry (SCR) clearance. This position is in Queens.

SUPERVISOR II (CLIENT ENGAGEMENT), BROADWAY HOUSE WOMEN'S SHELTER

The Broadway House Women's Shelter located in the Bushwick section of Brooklyn serves 165 women, approximately 37 of whom are MICA.

Essential Duties and Responsibilities: The person filling this position is expected, under general direction, to ensure the smooth day-to-day running and supervision of social services staff and services in accordance with program goals, targets, and performance outcomes and all CAMBA and program policies, procedures, and protocols; including the following:

- Develop workshop curriculum for Recreation Coordinator, Adult Literacy Specialist and Employment Specialist programming components.
- Develop community based resources and supports towards agency housing and engagement efforts.
- Conduct field visits to increase community and citywide resources.
- Create and implement incentive system to increase client participation in on-site and community activities.
- Plan and organize program activities to maximize program contract's goals and performance targets.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and two years of applicable experience; Master's Degree preferred. (A license is required of these Master's Degrees: Social Work (LMSW or LCSW), Mental Health Counseling, Counseling/Guidance, Art Therapy).

OTHER REQUIREMENTS:

May be required to become First Aid/CPR certified.

May be required to become certified in overdose prevention.

Bi-lingual preferred.

Flexible hours, possibly one day on weekend.

CAMBA Career Opportunities

SUPERVISOR II (CLIENT ENGAGEMENT), OPPORTUNITY HOUSE MEN'S SHELTER

CAMBA's Opportunity House (COH) located in downtown Brooklyn serves 62 men.

Essential Duties and Responsibilities: The person filling this position is expected, under general direction, to ensure the smooth day-to-day running and supervision of social services staff and services in accordance with program goals, targets, and performance outcomes and all CAMBA and program policies, procedures, and protocols; including the following:

- Develop workshop curriculum for Recreation Coordinator, Adult Literacy Specialist and Employment Specialist programming components.
- Develop community based resources and supports towards agency housing and engagement efforts.
- Conduct field visits to increase community and citywide resources.
- Create and implement incentive system to increase client participation in on-site and community activities.
- Plan and organize program activities to maximize program contract's goals and performance targets.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and two years of applicable experience; Master's Degree preferred. (A license is required of these Master's Degrees: Social Work (LMSW or LCSW), Mental Health Counseling, Counseling/Guidance, Art Therapy).

OTHER REQUIREMENT

May be required to become First Aid/CPR certified.

May be required to become certified in overdose prevention.

Bi-lingual preferred.

Flexible hours, possibly one day on weekend.

SUPERVISOR II (CLINICAL), ATLANTIC HOUSE MEN'S SHELTER

CAMBA's Atlantic House Men's Shelter located in the Brownsville section of Brooklyn serves 200 single men at any given time. The majority of these clients are dually diagnosed with mental illness and substance abuse. The person filling this position is expected, under general direction, to ensure the smooth day-to-day running and supervision of social services staff and services in accordance with program goals, targets, and performance outcomes and all CAMBA and program policies, procedures, and protocols.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: BA or BS and two years of applicable experience, and/or equivalent experience. Master's Degree preferred. (A license is required of these Master's Degrees: Social Work (LMSW or LCSW), Mental Health Counseling, Counseling/Guidance, Art Therapy).

OTHER REQUIREMENTS Supervisory experience a must.

SUPERVISOR II (CLINICAL), MAGNOLIA HOUSE WOMEN'S SHELTER

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 single women at any given time. The majority of these clients are diagnosed with mental illness, some dually with chemical addictions as well.

Essential Duties and Responsibilities: The person filling this position is expected to ensure the smooth day-to-day running and supervision of social services staff and services in accordance with program goals, targets, and performance outcomes and all CAMBA and program policies, procedures, and protocols.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: BA or BS and two years of applicable experience, and/or equivalent experience. Master's Degree preferred. (A license is required of these Master's Degrees: Social Work (LMSW or LCSW), Mental Health Counseling, Counseling/Guidance, Art Therapy).

OTHER REQUIREMENTS Supervisory experience a must.

CAMBA Career Opportunities

SUPERVISOR II, FAMILIES FOR KIDS

Families For Kids (FFK) is a preventive foster care program that operates in conjunction with the Beacon Center at P.S. 269. FFK helps families eliminate or reduce the risk of child abuse and neglect – which often results in children entering the foster care system – by identifying and providing those specific services that address those issues placing a youth at risk of foster care placement.

Essential Duties and Responsibilities: The person filling this position is expected, under general direction, to (1) directly supervise at least 3 BA or MA level case planners, family worker, and/or administrative assistants; (2) ensure the smooth day-to-day running and supervision of program-related staff and services in accordance with all program goals, targets, and performance outcomes and all CAMBA and program policies, procedures, and protocols.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Master's degree (M.S.W. or C.S.W) in Social Work, Psychology, Public Health or Counseling and 2 years of supervisory experience, as required by Funder. (A license is required of these Master's Degrees: Social Work (LMSW or LCSW), Mental Health Counseling, Counseling/Guidance, Art Therapy).

OTHER REQUIREMENTS:

Must have knowledge of the standard operating procedures of the NYC Administration of Children's Services. Must obtain and maintain State Central Registry (SCR) clearance and criminal history clearance through the duration of employment.

Non-Managerial

*ATTENTION CASH PUBLIC ASSISTANCE RECIPIENTS

If you are currently receiving cash public assistance and you are qualified, CAMBA invites you to apply for full time employment. If qualified, you will be given priority hiring status for the following positions: security guard, driver/maintenance worker and case manager. Please send your resume and cover letter, by e-mail to CPAR@camba.org, or by mail to CAMBA, 1720 Church Avenue, Brooklyn, NY 11226 attn: HR.

ADMINISTRATIVE ASSISTANT I, ATLANTIC HOUSE SHELTER FOR MEN

CAMBA's Atlantic House Men's Shelter located in the Brownsville section of Brooklyn serves 200 MICA (mentally ill chemical abusing) men.

The person filling this position is expected, under close supervision, to: (1) Provide administrative and clerical support to ensure the smooth operations of shelter social services and other departments; (2) provide coverage/back-up for Receptionist (i.e., answer and screen incoming calls); (3) direct callers and general voicemail messages to the appropriate personnel; and (4) assist non-clerical staff with clerical work (i.e., data collection and data verification).

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and/or equivalent experience.

OTHER REQUIREMENTS:

Proficient experience using Microsoft Office software and knowledge of databases.
Ability to type 45 words per minute.
Bi-lingual preferred.

CAMBA Career Opportunities

ADMINISTRATIVE ASSISTANT I, MAGNOLIA HOUSE WOMEN'S SHELTER

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 MICA women.

Essential Duties and Responsibilities: The person filling this position is expected, under close supervision, to: (1) Provide administrative and clerical support to ensure the smooth operations of shelter social services and other departments; (2) provide coverage/back-up for Receptionist (i.e., answer and screen incoming calls); (3) direct callers and general voicemail messages to the appropriate personnel; and (4) assist non-clerical staff with clerical work (i.e., data collection and data verification).

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and/or equivalent experience.

OTHER REQUIREMENTS:

Proficient experience using Microsoft Office software and knowledge of databases.
Ability to type 45 words per minute. Bi-lingual preferred.

ADULT EDUCATION INSTRUCTOR, BROADWAY HOUSE AND OPPORTUNITY HOUSE SHELTERS

The **Broadway House Women's Shelter** located in the Bushwick section of Brooklyn serves 165 women, approximately 37 of whom are MICA. **CAMBA's Opportunity House (COH)** located in downtown Brooklyn serves 62 men.

Essential Duties and Responsibilities: The person filling this position is expected to: (1) research and develop instructional materials and lesson plans; and, (2) instruct adults in academic and/or nonacademic subjects in order to develop and/or enhance their employment skills; including the following: Conduct classes, workshops and demonstrations, in a group setting or individually, to teach principles, and methods/techniques in various subjects (i.e., basic English language skills, life skills, workforce entry skills, computer skills, etc.).

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree and one year of applicable experience and/or equivalent experience

OTHER REQUIREMENTS: Teaching style must be a combination of hands-on, interactive, and participatory based teaching and lecture based teaching. Demonstrated ability to work with shelter populations. May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention. Bi-lingual preferred. Flexible hours.

ATTORNEY I, CAMBA LEGAL SERVICES - HOUSING UNIT

CAMBA Legal Services, Inc. (CLS), the legal services arm of CAMBA, Inc. has openings for Staff Attorneys in the Housing Unit. CLS provides free civil legal services to low-income New Yorkers in Brooklyn and Staten Island. The position involves providing direct representation for tenants in Brooklyn by negotiating settlement agreements, engaging in motion practice and litigation of non-payment, holdover, Housing Part (HP) and administrative proceedings.

In addition to direct representation CLS attorneys handle policy advocacy, collaboration with other city and state agencies, community education, training and outreach to promote the work of the office. They also coordinate services with other departments of CAMBA to provide a holistic approach to the issues faced by the community.

Ideal candidates for the position must be admitted to practice in New York State, have excellent written and oral advocacy skills; the ability to work independently as well as collaboratively in a team and manage a high volume of cases; have an interest in housing law and an understanding of and sensitivity to the needs of low income tenants; demonstrate commitment to and experience in public interest law and civil legal services.

CAMBA Career Opportunities

BUDGET ANALYST, FISCAL DEPARTMENT

CAMBA's Fiscal Department provides fiscal administration including accounting, budgeting, procurement services and procedures for numerous city/state/federal contracts and/or private grants. In addition, the Fiscal Department recommends alternatives to assure that organization-wide objectives and priorities are met. The person filling this position is expected, under general direction, to: (1) develop, analyze, and modify budgets to allocate current resources and estimate future financial requirements; and (2) make recommendations for budget allocations and required reclassifications of expenses.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: BA in Accounting/Finance and two years of applicable experience.

OTHER REQUIREMENTS:

Must abide by strict ethical standards
Must maintain integrity, objectivity, and confidentiality at all times
Must avoid personal conflicts of interest situations

BUSINESS COUNSELOR, SMALL BUSINESS SERVICES

CAMBA Small Business Services (CSBS): CSBS promotes economic revitalization by providing services specially tailored to the needs of entrepreneurs in New York City. CSBS offers one-on-one counseling and technical assistance, entrepreneurial classroom training, microloans, and linkages with other business development partners. Our groundbreaking technology training, designed to improve business operations for small business owners, is being offered across NYC.

ESSENTIAL DUTIES AND RESPONSIBILITIES: The person filling this position is expected, under general direction, to: (1) provide extensive technical assistance to potential and existing entrepreneurs, both in group settings and one-on-one; and (2) assist adults in eliminating barriers to establishing and maintaining their own businesses and in gaining access to capital.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (B.A.) in business, accounting, or a related field and two years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS: Experience in the field of micro-enterprise or a small business operator with experience in a teaching or training environment.

Experience in lending, loan underwriting, credit grading, finance and credit analysis.

Business counseling skills.

Small Business Lending and Portfolio management skills.

Acute ability to scrutinize small business plans and loan requests and research entrepreneurs.

Ability to work closely with multi-cultural clients and familiarity with the economic issues of a low-income client base. Proficient in Microsoft Word, Excel, Power Point, Outlook and Access.

CASE MANAGER I, ANNA GONZALEZ APARTMENTS

Anna Gonzalez Apartments provides affordable housing for persons with low income and/or with special needs in Bushwick, Brooklyn. The person filling this position is expected to: (1) aid individuals and/or families requiring social service assistance; (2) interview and evaluate clients and formulate Independent living plans; and (3) locate and provide access to appropriate community resources for clients; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree and/or equivalent experience.

OTHER REQUIREMENTS: Flexible hours may be needed occasionally to provide shift coverage until 8 pm.

CAMBA Career Opportunities

CAREER ADVISOR I, REFUGEE SERVICES/MATCHING GRANT WORKFORCE DEVELOPMENT

CAMBA's comprehensive Workforce Development and Refugee Services programs annually provide over 1,800 low income community members with employment, education, training, benefits access, financial literacy and English language services. CAMBA specializes in assisting those with special barriers to employment including low skilled workers, long-term unemployed, immigrants and refugees, limited English speakers, formerly homeless, seniors, formerly incarcerated, trauma survivors and victims of human trafficking. These programs are performance-based, and success is measured by meeting enrollment, employment placement, training, retention and case management goals. As an affiliate of the US Committee for Refugees and Immigrants, the Matching Grant Program provides successful participants with a cash grant for up to three months, equal to or greater than a Public Assistant cash grant, as an incentive for going to work and avoiding public assistance. Participants receive intensive case management, job placement and English language training. The Refugee Services (RSSP & TAG) programs provide job training, placement and transitional support services to refugees and asylees during their 60 months of eligibility in the United States to help with any impediments to employment and self-sufficiency.

The person filling this position is expected, under general supervision, to: (1) interview and evaluate applicants for services, formulate service plans and goals, and aid clients to implement service plans; (2) to be clients' primary motivator and coordinator of program services; (3) locate and make use of appropriate community resources for clients; (4) assist clients in eliminating barriers to education/employment by making referrals to appropriate services within and outside CAMBA.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and/or equivalent experience. Bilingual (Mandarin, Nepali and/or Tibetan preferred). Experience working with refugees and/or asylees preferred.

CASE MANAGER I, BERGEN-SARATOGA SUPPORTIVE HOUSING

Bergen-Saratoga is a supportive/affordable housing development located in Ocean Hill/Brownsville, Brooklyn for low-income working families and formerly homeless individuals. **Essential Duties and Responsibilities:** The person filling this position is expected to: (1) aid individuals and/or families requiring social service assistance; (2) interview and evaluate tenants and formulate Independent living plans; and (3) locate and provide access to appropriate community resources for tenants.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree and experience working with the Seriously and Persistently Mentally Ill (SPMI) population, and/or equivalent experience.

OTHER REQUIREMENTS: Flexible hours may be needed occasionally to provide shift coverage until 8 pm

CASE MANAGER I, CASTLETON PROGRAM - STATEN ISLAND

The Castleton Program is a one-on-one case management information and referral service for residents of Castleton and the surrounding St. George area in Staten Island, New York. **Essential Duties and Responsibilities:** The person filling this position is expected, under general supervision, to: (1) aid individuals and/or families requiring social service assistance; (2) interview and evaluate tenants and formulate a service plan; and (3) locate and provide access to appropriate community resources for tenants.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and/or equivalent experience.

OTHER REQUIREMENTS: Flexible hours may be needed occasionally to provide outreach and/or shift coverage. Please note, this position is in Staten Island.

CAMBA Career Opportunities

CASE MANAGER I, FLAGSTONE FAMILY CENTER

BI-LINGUAL ENGLISH/SPANISH

The Flagstone Family Center provides comprehensive case management services for homeless families. The person filling this position is expected to: (1) aid individuals and/or families requiring social service assistance; (2) in collaboration with clients, interview and evaluate clients and formulate Independent living plans; and (3) locate and connect clients to appropriate community resources.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree and/or equivalent experience.

OTHER REQUIREMENTS: Bi-lingual English/Spanish required.

CASE MANAGER I, HOMELESS PREVENTION INITIATIVE (HOMEBASE)

BI-LINGUAL PREFERRED

The HomeBase program provides case management and essential services to individuals and families at risk of homelessness in Bedford-Stuyvesant. **Essential Duties and Responsibilities:** The person filling this position is expected to: (1) aid individuals and/or families requiring social service assistance; (2) in collaboration with clients interview/ evaluate applicants for services and formulate service plans to include short-term and long-term client goals; (3) assist clients in identifying and locating community resources.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree and/or equivalent experience.

CASE MANAGER I, LIVONIA COMMONS

Livonia Commons is a supportive/affordable housing development located in the East New York section of Brooklyn developed by Dunn Development. Livonia Commons Apartments will provide affordable housing for low-income working families at 50% or 60% of Area Median Income along with 43 units set aside for formerly homeless individuals who are Population A (SPMI/NYNY III) eligible. These units will be master leased by the non-profit social services provider, CAMBA, Inc. CAMBA will provide on-site supportive services including case management and 24/7 front desk security services. Amenities include a community room with a kitchen, a library/computer room, a tenant garden, laundry and a children's play area. This project is a true public-private partnership with land contributed by the City of New York coupled with subsidies provided by the State of New York and private bank financing.

Essential Duties and Responsibilities: The person filling this position is expected, under general supervision, to: (1) aid individuals and/or families requiring social service assistance; (2) interview and evaluate tenants and formulate Independent living plans; and (3) locate and provide access to appropriate community resources for tenants.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and experience working with the Seriously and Persistently Mentally III (SPMI) population, and/or equivalent experience.

OTHER REQUIREMENTS: Flexible hours may be needed occasionally to provide shift coverage until 8 pm.

CAMBA Career Opportunities

CASE MANAGER I, MAGNOLIA HOUSE WOMEN'S SHELTER

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 MICA women.

Essential Duties and Responsibilities: The person filling this position is expected to: (1) immediately formulate a plan and prepare clients for permanent housing placement; (2) engage individuals requiring social service assistance; (3) interview and evaluate clients, formulate Independent Living Plans and goals; and (4) locate and refer to appropriate community resources for clients.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree and/or equivalent experience.

OTHER REQUIREMENTS: May be required to become First Aid/CPR certified.
May be required to become certified in overdose prevention. Bi-lingual preferred.

CASE MANAGER I, THE KENSINGTON

BI-LINGUAL ENGLISH/SPANISH

The Kensington provides comprehensive case management services to homeless families who are in a transitional residence program. **Essential Duties and Responsibilities:** The person filling this position is expected to: (1) aid individuals and/or families requiring social service assistance; (2) in collaboration with clients, interview and evaluate clients and formulate Independent living plans; and (3) locate and make use of appropriate community resources for clients.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree and/or equivalent experience.

OTHER REQUIREMENTS: Must sign NYC DOH/MH attestation stating that candidate has not been the subject of a founded child abuse report. Bi-lingual English/Spanish.

CASE MANAGER I, THE LANDING

BI-LINGUAL ENGLISH/SPANISH PREFERRED

CAMBA's The Landing Family Shelter is funded by New York City Department of Homeless Services and offers families a supportive, structured therapeutic, safe, and drug-free facility. It provides comprehensive case management services to 169 families who are in a transitional residence program for homeless families. The three story facility has rooms of various sizes, common areas and provides on-site security and social services. The person filling this position is expected, under general supervision, to: (1) aid individuals and/or families requiring social service assistance; (2) in collaboration with clients, interview and evaluate clients and formulate Independent living plans; and (3) locate and make use of appropriate community resources for clients.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and/or equivalent experience.

OTHER REQUIREMENTS: Must obtain and maintain, throughout the duration of employment, State Central Registry (SCR) clearance. Bi-lingual (English/Spanish) preferred.
This position is in Queens.

CAMBA Career Opportunities

CASE MANAGER II (BENEFITS LINKAGE NAVIGATOR), OUTREACH AND EDUCATION FOR COMBINATION PREVENTION

TEMPORARY

CAMBA's Outreach and Education for Combination Prevention Program aims to reduce transmission of HIV among high risk populations in Brooklyn. The program will focus on young men who have sex with men (YMSM) and transgender women of color, but will reach out to all high risk populations in the borough, including the following: Black and Latino MSM; individuals engaging in transactional sex; persons with HIV-positive partners; and Black and Latino men and women in high prevalence neighborhoods. The program will consist of two components: a targeted outreach campaign and new media outreach. Both arms of the intervention seek to increase awareness of combination prevention – especially biomedical interventions like pre-exposure prophylaxis (PrEP) and post-exposure prophylaxis (PEP) – and recruit clients into a multi-pronged intervention. That intervention will consist of the following components: targeted outreach activities engaging high risk individuals in risk assessment and a brief intervention; delivering Combination Prevention Education sessions addressing PrEP/PEP, consistent condom use, risk reduction practices, and the importance of regular STI and HIV testing; conducting linkages to services, including referrals to clinical providers of PrEP/PEP and HIV testing, as well as social services; benefits navigation; and follow-up with clients who do not link to PrEP/PEP services.

Essential Duties and Responsibilities: The person filling this position is expected, under general direction, to: (1) aid individuals and/or families requiring social service assistance; (2) interview and evaluate applicants for services, formulate service plans and goals, and aid clients to implement service plans; (3) locate and make use of appropriate community resources for clients.

EDUCATION/EXPERIENCE REQUIRED: Bachelor's Degree (B.A. or B.S.) and 2 years of applicable experience and/or equivalent experience

OTHER REQUIREMENTS:

Knowledge about, understanding of, and ability to work closely with, persons with HIV/AIDS and related issues.

Effective communication skills and culturally and linguistically competent.

This is a temporary full-time position through June 2016.

CASE MANAGER II (EMPLOYMENT), ATLANTIC HOUSE MEN'S SHELTER

BILINGUAL ENGLISH/SPANISH PREFERRED

CAMBA's Atlantic House Men's Shelter located in the Brownsville section of Brooklyn serves 200 MICA (mentally ill chemical abusing) men. The person filling this position is expected, under general supervision, to: (1) immediately formulate a plan and prepare clients for permanent housing placement; (2) engage individuals requiring social service assistance; (3) interview and evaluate clients, formulate Independent Living Plans and goals; and (4) locate and refer to appropriate community resources for clients.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and two years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS:

May be required to become First Aid/CPR certified.

May be required to become certified in overdose prevention.

Bi-lingual preferred.

CAMBA Career Opportunities

CASE MANAGER II (HOUSING), ATLANTIC HOUSE MEN'S SHELTER

BILINGUAL ENGLISH/SPANISH PREFERRED

CAMBA's Atlantic House Men's Shelter located in the Brownsville section of Brooklyn serves 200 MICA (mentally ill chemical abusing) men. The person filling this position is expected, under general supervision, to: (1) immediately formulate a plan and prepare clients for permanent housing placement; (2) engage individuals requiring social service assistance; (3) interview and evaluate clients, formulate Independent Living Plans and goals; and (4) locate and refer to appropriate community resources for clients.

The minimum qualification for this position is bachelor's degree (e. g., B.A., B.S.W.) and two years of applicable experience and/or equivalent experience.

Other requirements:

May be required to become First Aid/CPR certified.
May be required to become certified in overdose prevention.
Bi-lingual preferred.

CASE MANAGER II (HOUSING), BROADWAY HOUSE WOMEN'S SHELTER

BILINGUAL ENGLISH/SPANISH PREFERRED

The **Broadway House Women's Shelter** located in the Bushwick section of Brooklyn serves 165 women, approximately 37 of whom are MICA. The person filling this position is expected, under general supervision, to: (1) immediately formulate a plan and prepare clients for permanent housing placement; (2) engage individuals requiring social service assistance; (3) interview and evaluate clients, formulate Independent Living Plans and goals; and (4) locate and refer to appropriate community resources for clients.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and two years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS: May be required to become First Aid/CPR certified.
May be required to become certified in overdose prevention.
Bi-lingual preferred.

CASE MANAGER II (HOUSING), MAGNOLIA HOUSE WOMEN'S SHELTER

BILINGUAL ENGLISH/SPANISH PREFERRED

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 MICA women. The person filling this position is expected, under general supervision, to: (1) immediately formulate a plan and prepare clients for permanent housing placement; (2) engage individuals requiring social service assistance; (3) interview and evaluate clients, formulate Independent Living Plans and goals; and (4) locate and refer to appropriate community resources for clients.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and two years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS: May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention. Bi-lingual preferred.

CAMBA Career Opportunities

CASE MANAGER II (MICA), MAGNOLIA HOUSE WOMEN'S SHELTER

BILINGUAL ENGLISH/SPANISH PREFERRED

CAMBA's Magnolia House is located in the Brownsville section of Brooklyn serves 200 single women at any given time. The majority of these clients are diagnosed with mental illness, some dually with chemical addictions as well. The person filling this position is expected, under general supervision, to: (1) aid individuals requiring social service assistance; (2) interview and evaluate clients and formulate Independent living plans and aid client to implement goals; (3) locate and make use of appropriate community resources for clients.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and two years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS: Bi-lingual preferred.

CASE MANAGER II, HARLEM HOUSING SUPPORTIVE HOUSING PROGRAM

Harlem Housing Supportive Housing Program provides supportive housing to homeless or at-risk of homelessness, single adults diagnosed with HIV/AIDS, serious mental illness (SMI) or who are diagnosed as mentally ill and chemically addicted (MICA) in East Harlem. **Essential Duties and Responsibilities:** The person filling this position is expected to: (1) aid individuals and/or families requiring social service assistance; (2) interview and evaluate applicants for services, formulate service plans and goals, and aid clients to implement service plans; (3) locate and make use of appropriate community resources for clients; (4) evaluate actual living conditions of clients through home visits.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree and two years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS: Experience working with persons with homeless, HIV, mental illness, and/or substance abuse histories.

CASE MANAGER II, SCATTERED SITE HOUSING PROGRAM (SSHP) - QUEENS

The **Scattered Site Housing Program (SSHP) – Queens** is a community based, permanent, independent apartment housing program for HIV/AIDS Services Administration (HASA) clients. This program provides 140 units of scattered site housing and all units are leased in the agency's name. Seventy-five percent of the units are for single individuals and twenty-five percent are for families. Both case management and housing maintenance services are provided. In addition, clients receive partial financial assistance with their utility bills. Clients with income other than Public Assistance must pay thirty percent of their household's income to the program as rent. The person filling this position is expected, under general direction, to: (1) aid individuals and/or families requiring social service assistance; (2) interview and evaluate applicants for services, formulate service plans and goals, and aid clients to implement service plans; (3) locate and make use of appropriate community resources for clients; and (4) evaluate actual living conditions of clients though home visits.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) and two years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS: Knowledge about, understanding of, and ability to work closely with, persons with HIV/AIDS and related issues. Please note, this position is in Queens.

CAMBA Career Opportunities

CASE MANAGER II, HEALTH HOME

BILINGUAL ENGLISH/SPANISH/CREOLE/RUSSIAN

The person filling this position is expected, under general direction, to:

1. Aid individuals requiring social service assistance (entitlements, housing etc.)
2. Connect clients to medical and behavioral health providers
3. Formulate service plans and goals, and aid clients to implement service plans
4. Create and maintain client files
5. Work with clients to break through barriers to client goals
6. Monitor client's progress towards their service plan goals via regularly scheduled telephone contact and/or face to face home and office visits
7. Document service plan outcomes and detailed progress notes
8. Evaluate actual living conditions of clients through home visits
9. Escort clients to appointments (educational, medical, social services)
10. Manage a case load of at least 50 clients
11. Document progress notes, service plans and assessments in different databases
12. Submit all the required documentation within 24 hrs. from the service provision
13. Conduct regular case conferences with clients and their providers

Educational Experience required:

Bachelor's degree (B.A. or B.S.W) and two years of applicable experience and/or equivalent experience.

Please do not apply if you do not meet the requirements.

Other requirements:

Bilingual English with any of the following languages: Spanish, Russian, Haitian-Creole. Please submit cover letter with salary requirements when submitting your resume.

Program: CAMBA's Health Homes program is an innovative new model of care management focused on improving the health outcomes for individuals with multiple chronic illness and severe mental illness. The primary goals are to connect and maintain primary medical care, prevent emergency room usage, hospital stays and/or reduce the length of hospitalizations.

In addition to e-mailing submitresumes@CAMBA.org, please e-mail leonoras@CAMBA.org

CASE MANAGER, CITYWIDE SCATTERED SITE HOUSING PROGRAM

Citywide Scattered Site Housing Program: CAMBA's Citywide Scattered Site Housing Program provides a total of 52 units of scattered site housing to chronically homeless individuals with serious and persistent mental illness. The apartments are located throughout New York City. Program clients receive case management services. Clients contribute 30% of their income for rent. The person filling this position is expected, under general supervision, to: (1) aid individuals requiring social service assistance; (2) in collaboration with clients interview/ evaluate applicants for services and formulate service plans to include short-term and long-term client goals; (3) assist clients in identifying and locating community resources and make use of appropriate community resources for clients by making referrals to appropriate services both within and outside CAMBA.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree in SW or mental health and/or 2 years of experience working in case management or mental health services and/or equivalent experience.

OTHER REQUIREMENTS:

Strong knowledge of mental health diagnosis and resources.

Knowledge about, understanding of, and ability to work closely with, persons with mental illness and substance abuse. Proven experience working with SPMI population.

CAMBA Career Opportunities

CASE MANAGER, HEALTH HOME BI-LINGUAL ENGLISH/SPANISH/RUSSIAN/CREOLE

CAMBA's Health Home program is an innovative new model of care management focused on improving the health outcomes for individuals with severe mental illness & other complex chronic illnesses through coordinated networks of medical, psychiatric, behavioral health, social service & housing providers. Staff will use cutting-edge health information technology & a unified plan of care to ensure all clients connect to & maintain primary medical care, prevent hospital stays, &/or reduce the length of hospitalizations. CAMBA's participation in health home places it at the forefront of a broad system wide change that will have a significant impact on many human services sectors. The person filling this position is expected, under general supervision, to: (1) aid individuals and/or families requiring social service assistance; (2) interview and evaluate applicants for services, formulate service plans and goals, and aid clients to implement service plans; (3) locate and make use of appropriate community resources for clients; (4) evaluate actual living conditions of clients through home visits; etc.

The minimum qualification for this position is a HS Diploma or GED and two years of applicable experience and/or equivalent experience.

CASE MANAGER/FAMILY ASSESSMENT WORKER/FAMILY SUPPORT WORKER, HEALTHY FAMILIES

CAMBA's Healthy Families Program (MIECHV) reaches out to families living in zip code 11233 to identify and address financial or emotional stress or other family risk factors that may exist at the time of pregnancy and birth. In the case of existing risk to an infant's health or psychological development, eligible clients have the option of receiving home visiting services. Program services are free and focus on parent/child interaction, effective parent/child bonding, and overall family support. These services may be utilized on a short or long term basis, and are available up to the child's fifth birthday. **Essential Duties and Responsibilities:** The person filling this position is expected, under close supervision, to: (1) aid individuals and/or families requiring social service assistance; (2) interview and evaluate applicants for services, formulate service plans and goals, and aid participants to implement service plans; (3) locate and make use of appropriate community resources for participants; (4) evaluate actual living conditions of participants through home visits.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High School diploma or GED and 4 years of experience and/or equivalent experience.

CASE MANAGER/FAMILY SUPPORT WORKER, CAMBA'S HEALTHY FAMILIES PROGRAM

BI-LINGUAL ENGLISH/SPANISH

CAMBA's Healthy Families Program reaches out to families living in zip code 11226 and 11233 to identify and address financial or emotional stress or other family risk factors that may exist at the time of pregnancy and birth. In the case of existing risk to an infant's health or psychological development, eligible clients have the option of receiving home visiting services. Program services are free and focus on parent/child interaction, effective parent/child bonding, and overall family support. These services may be utilized on a short or long term basis, and are available up to the child's fifth birthday. **Essential Duties and Responsibilities:** The person filling this position is expected, under close supervision, to: (1) aid individuals and/or families requiring social service assistance; (2) interview and evaluate applicants for services, formulate service plans and goals, and aid clients to implement service plans; (3) locate and make use of appropriate community resources for participants; (4) evaluate actual living conditions of participants through home visits.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High School diploma or GED and 4 years of experience working with, or assisting at-risk children and families in a community setting.

OTHER REQUIREMENTS: Bilingual Spanish-English required for this position.

CAMBA Career Opportunities

CLIENT ADVOCATE I (OUTREACH SPECIALIST), OUTREACH AND EDUCATION FOR COMBINATION PREVENTION

TEMPORARY

CAMBA's Outreach and Education for Combination Prevention Program aims to reduce transmission of HIV among high risk populations in Brooklyn. The program will focus on young men who have sex with men (YMSM) and transgender women of color, but will reach out to all high risk populations in the borough, including the following: Black and Latino MSM; individuals engaging in transactional sex; persons with HIV-positive partners; and Black and Latino men and women in high prevalence neighborhoods. The program will consist of two components: a targeted outreach campaign and new media outreach. Both arms of the intervention seek to increase awareness of combination prevention – especially biomedical interventions like pre-exposure prophylaxis (PrEP) and post-exposure prophylaxis (PEP) – and recruit clients into a multi-pronged intervention. That intervention will consist of the following components: targeted outreach activities engaging high risk individuals in risk assessment and a brief intervention; delivering Combination Prevention Education sessions addressing PrEP/PEP, consistent condom use, risk reduction practices, and the importance of regular STI and HIV testing; conducting linkages to services, including referrals to clinical providers of PrEP/PEP and HIV testing, as well as social services; benefits navigation; and follow-up with clients who do not link to PrEP/PEP services.

Essential Duties and Responsibilities: The person filling this position is expected, under close supervision, to: (1) assist program staff in facilitation of combination prevention activities; (2) assist program staff by being a client liaison with outside organizations regarding such matters as education, healthcare, social services, etc; (3) assist clients in attaining their goals by identifying and locating community resources for clients and by making referrals to appropriate services both within and outside CAMBA.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High School diploma or G.E.D. and/or equivalent experience.

OTHER REQUIREMENTS: Knowledge about, understanding of, and ability to work closely with, persons with HIV/AIDS and related issues. B-lingual English/Spanish preferred. This is a temporary full-time position through June 2016.

CLIENT ADVOCATE I, EVICTION PREVENTION UNIT

Located on-site in HRA Income Support Centers and Job Centers in Brooklyn, CAMBA's **Eviction Prevention Unit (EPU)** is targeted to 1,500 clients yearly at risk of becoming homeless, whose problems cannot be solved by the general Center staff. CAMBA's EPU staff members help clients stabilize their housing and financial situations by providing welfare advocacy, assistance applying for housing benefits and other rental arrears assistance, as well as referrals to legal services that will help them resolve problems with government benefits and housing. The program also makes referrals to other needed benefits and services to enhance housing stability, foster self-sufficiency and improve family functioning.

The person filling this position is expected, under close supervision, to: (1) Serve as a client liaison with outside organizations regarding such matters as education, healthcare, housing, social services, legal issues, etc; and (2) assist clients in attaining their goals by identifying and locating community resources for clients and by making referrals to appropriate services both within and outside CAMBA.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and/or equivalent experience.

OTHER REQUIREMENTS: Program is located in community-based setting. Client Advocates must be able to adapt to the culture and environment of the location. Bilingual English/Spanish and/or Haitian Creole preferred.

CAMBA Career Opportunities

CLIENT ADVOCATE II (HOUSING SPECIALIST), THE KENSINGTON

The Kensington provides comprehensive case management services to homeless families who are in a transitional residence program.

Essential Duties and Responsibilities: The person filling this position is expected to: (1) assist case managers by being a client liaison with outside organizations regarding such matters as education, healthcare, housing, social services, legal issues, etc housing and public benefits; (2) assist clients in attaining their Housing and Entitlements related goals by identifying and locating community resources for clients and by making referrals to appropriate services both within and outside CAMBA.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and two years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS: Must sign NYC DOH/MH attestation stating that candidate has not been the subject of a founded child abuse report.

CLIENT ADVOCATE II (HOUSING), HOMELESS PREVENTION INITIATIVE (HOMEBASE)

The HomeBase program provides case management and essential services to individuals and families at risk of homelessness in Bedford-Stuyvesant.

Essential Duties and Responsibilities: The person filling this position is expected to: (1) assist case managers by being a client liaison with outside organizations regarding such matters as housing; (2) assist clients in attaining their goals by identifying and locating housing sources for clients and by making referrals to appropriate services both within and outside CAMBA.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and two years of applicable experience and/or equivalent experience.

CLIENT ADVOCATE II, ATLANTIC HOUSE MEN'S SHELTER

CAMBA's Atlantic House Men's Shelter located in the Brownsville section of Brooklyn serves 200 MICA (mentally ill chemical abusing) men. The person filling this position is expected, under close supervision, to: (1) assist program staff by being a client liaison with outside organizations regarding such matters as housing, education, healthcare, social services, legal issues, etc; and (2) assist clients in attaining their goals by identifying and locating community resources and by referring clients to appropriate services both within and outside CAMBA.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and two (2) years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS: May be required to become First Aid/CPR certified.
May be required to become certified in overdose prevention. Bi-lingual preferred.
Evening hours/flexible. Schedule may include weekend day.

CAMBA Career Opportunities

CLIENT ADVOCATE II, HEALTH HOME BI-LINGUAL SPANISH/CREOLE/RUSSIAN PREFERRED

CAMBA's Health Home program is an innovative new model of care management focused on improving the health outcomes for individuals with severe mental illness & other complex chronic illnesses through coordinated networks of medical, psychiatric, behavioral health, social service & housing providers. Staff will use cutting-edge health information technology & a unified plan of care to ensure all clients connect to & maintain primary medical care, prevent hospital stays, &/or reduce the length of hospitalizations. CAMBA's participation in health home places it at the forefront of a broad system wide change that will have a significant impact on many human services sectors.

The person filling this position is expected, under close supervision, to (1) conduct outreach activities to identify and enroll eligible individuals; and (2) assist eligible clients in attaining their goals by identifying and locating community resources for clients and by making referrals to appropriate services both within and outside CAMBA; etc.

The minimum qualification for this position is a High school diploma or G.E.D. and at least one year of applicable experience and/or equivalent experience; Ability to utilize CAMBA vehicle and/or public transportation to navigate the boroughs of New York City; Must have Valid New York State Driver's License and excellent driving history.

CLIENT ADVOCATE II, MAGNOLIA HOUSE WOMEN'S SHELTER

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 MICA women. The person filling this position is expected, under close supervision, to: (1) assist program staff by being a client liaison with outside organizations regarding such matters as housing, education, healthcare, social services, legal issues, etc; and (2) assist clients in attaining their goals by identifying and locating community resources and by referring clients to appropriate services both within and outside CAMBA.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and two (2) years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS: May be required to become First Aid/CPR certified.

May be required to become certified in overdose prevention. Bi-lingual preferred.

Evening hours/flexible. Schedule may include weekend day.

CLIENT ADVOCATE II, WORKFORCE DEVELOPMENT/ROCKAWAY ADVANCED INITIATIVE

The CAMBA Advancing the Rockaways Program will provide intensive workforce development and employment support services to residents of Far Rockaway. This program will serve low-income residents throughout FR with an emphasis on NYCHA residents. Services will also be broadly available to area residents in the surrounding community. The person filling this position is expected, under close supervision, to: (1) conduct outreach activities to identify and enroll eligible individuals; and (2) assist eligible clients in attaining their goals by identifying and locating community resources for clients and by making referrals to appropriate services both within and outside CAMBA.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and at least one year of applicable experience and/or equivalent experience. Please note, this position is in Far Rockaway.

CAMBA Career Opportunities

DRIVER/MAINTENANCE WORKER I, ATLANTIC HOUSE MEN'S SHELTER

CAMBA's Atlantic House Men's Shelter located in the Brownsville section of Brooklyn serves 200 MICA (mentally ill chemical abusing) men.

Essential Duties and Responsibilities: The person filling this position is expected, under close supervision, to: (1) operate a variety of company vehicles to transport passengers such as clients, employees, and/or supplies and materials; (2) make repairs, paint, and perform other upkeep functions to maintain the organization's physical facilities, and clients' apartments; (3) load, unload, and carry furniture, client belongings and supplies up stairs and move furniture and supplies as needed; (4) clean exterior grounds around building and dumpster; (5) fulfill courier/messenger tasks in addition to maintenance tasks.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Sufficient education and technical expertise to comprehend written and oral instructions (work orders); to accomplish maintenance tasks; and to document accomplished tasks.

OTHER REQUIREMENTS

Must have Valid New York State Driver's License and excellent driving history.
Must complete NYS Approved Defensive Driving Classes every 3 years.
Must take Refresher Computerized Defensive Driver class Must remain insurable based on CAMBA's point system throughout the duration of employment. If required to drive 15 passenger van, must score at least 80% on computerized 15 passenger van improvement test every year. If required to drive 15 passenger van, must pass an observed Van Road Test. Acknowledge review of CAMBA's Transportation Policy May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention.
Bi-lingual preferred.

DRIVER/MAINTENANCE WORKER I, HOMELESS PREVENTION INITIATIVE (HOMEBASE)

The HomeBase program provides case management and essential services to individuals and families at risk of homelessness in Bedford-Stuyvesant. **Essential Duties and Responsibilities:** The person filling this position is expected to: (1) operate a variety of company vehicles to transport passengers such as clients, employees, and/or supplies and materials; (2) Clean rooms, hallways, lobbies, lounges, rest rooms, corridors, elevators, stairways, common areas and other work areas; (3) sweep, vacuum, scrub, mop, wax, polish and/or buff floors; (4) make repairs, paint, and perform various tasks to maintain the organization's physical facilities; (5) load, unload, and carry furniture and supplies up stairs and move furniture and supplies as needed; (6) clean exterior grounds, sidewalks and dumpster; (7) fulfill courier/messenger tasks in addition to maintenance tasks.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Sufficient education and technical expertise: to comprehend written and oral instructions (work orders); to accomplish maintenance tasks; and to document accomplished tasks.

OTHER REQUIREMENTS

Must have Valid New York State Driver's License and excellent driving history.
Must complete NYS Approved Defensive Driving Classes every 3 years.
Must take Refresher Computerized Defensive Driver class
Must remain insurable based on CAMBA's point system throughout the duration of employment.
If required to drive 15 passenger van, must score at least 80% on computerized 15 passenger van improvement test every year.
If required to drive 15 passenger van, must pass an observed Van Road Test
Acknowledge review of CAMBA's Transportation Policy

CAMBA Career Opportunities

DRIVER/MAINTENANCE WORKER I, JUSTICE INVOLVED SUPPORTIVE HOUSING PROGRAM

CAMBA's Justice Involved Supported Housing Initiative (JISH) provides 30 units of scattered site supportive housing to homeless individuals with a probable mental health illness and/or a substance use disorder, with recent histories of cycling through the NYC criminal justice and shelter system. Three (3) units will be set aside for direct referrals for individuals entering an Alternative-to-Detention (ADT) and/or Alternative-to-Incarceration (ATI) program.

The person filling this position is expected, under close supervision, to: (1) operate a variety of company vehicles to transport passengers such as clients, employees, and/or supplies and materials; (2) make repairs, paint, and perform other upkeep functions to maintain the organization's physical facilities, and clients' apartments; (3) load, unload, and carry furniture and supplies up stairs and move furniture and supplies as needed; (4) clean exterior grounds around building and dumpster; (5) fulfill security and/or courier/messenger or marketing tasks in addition to maintenance tasks.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Sufficient education and technical expertise: to comprehend written and oral instructions (work orders); to accomplish maintenance tasks; and to document accomplished tasks.

OTHER REQUIREMENTS

Knowledge about, understanding of, and at least one year of experience working with, persons with HIV/AIDS and related issues. Must have Valid New York State Driver's License and excellent driving history.

Must complete NYS Approved Defensive Driving Classes every 3 years.

Must take Refresher Computerized Defensive Driver class

Must remain insurable based on CAMBA's point system throughout the duration of employment.

If required to drive 15 passenger van, must score at least 80% on computerized 15 passenger van improvement test every year. If required to drive 15 passenger van, must pass an observed Van Road Test Acknowledge review of CAMBA's Transportation Policy.

DRIVER/MAINTENANCE WORKER I, MAGNOLIA HOUSE WOMEN'S SHELTER

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 single women at any given time. The majority of these clients are diagnosed with mental illness, some dually with chemical addictions as well.

Essential Duties and Responsibilities: The person filling this position is expected to: (1) operate a variety of company vehicles to transport passengers such as clients, employees, and/or supplies and materials; (2) make repairs, paint, and perform other upkeep functions to maintain the organization's physical facilities, and clients' apartments; (3) load, unload, and carry furniture and supplies up stairs and move furniture and supplies as needed; (4) clean exterior grounds around building and dumpster; (5) fulfill security and/or courier/messenger or marketing tasks in addition to maintenance tasks.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

Sufficient education and technical expertise: to comprehend written and oral instructions (work orders); to accomplish maintenance tasks; and to document accomplished tasks.

OTHER REQUIREMENTS:

Must have Valid New York State Driver's License and excellent driving history.

Must complete NYS Approved Defensive Driving Classes every 3 years.

Must take Refresher Computerized Defensive Driver class.

Must remain insurable based on CAMBA's point system throughout the duration of employment.

If required to drive 15 passenger van, must score at least 80% on computerized 15 passenger van improvement test every year.

If required to drive 15 passenger van, must pass an observed Van Road Test Acknowledge review of CAMBA's Transportation Policy.

Bi-lingual preferred.

CAMBA Career Opportunities

DRIVER/MAINTENANCE WORKER I, THE GATHERING PLACE DROP-IN CENTER

The Gathering Place located in the Brownsville section of Brooklyn is a drop-in center serving 75 homeless men and women. **Essential Duties and Responsibilities:** The person filling this position is expected to: (1) operate a variety of company vehicles to transport passengers such as clients, employees, and/or supplies and materials; (2) make repairs, paint, and perform other upkeep functions to maintain the organization's physical facilities, and clients' apartments; (3) load, unload, and carry furniture and supplies up stairs and move furniture and supplies as needed; (4) clean exterior grounds around building and dumpster; (5) fulfill security and/or courier/messenger or marketing tasks in addition to maintenance tasks; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Sufficient education and technical expertise to comprehend written and oral instructions (work orders); to accomplish maintenance tasks; and to document accomplished tasks.

OTHER REQUIREMENTS: Must have Valid New York State Driver's License and excellent driving history. Must complete NYS Approved Defensive Driving Classes every 3 years. Must take Refresher Computerized Defensive Driver class. Must remain insurable based on CAMBA's point system throughout the duration of employment. If required to drive 15 passenger van, must score at least 80% on computerized 15 passenger van improvement test every year. If required to drive 15 passenger van, must pass an observed Van Road Test. Acknowledge review of CAMBA's Transportation Policy. Schedule Available Friday - Tuesday, 1pm-9pm

DRIVER/MAINTENANCE WORKER I, THE LANDING

CAMBA's The Landing Family Shelter is funded by New York City Department of Homeless Services and offers families a supportive, structured therapeutic, safe, and drug-free facility. It provides comprehensive case management services to 169 families who are in a transitional residence program for homeless families. The three story facility has rooms of various sizes, common areas and provides on-site security and social services.

Essential Duties and Responsibilities: The person filling this position is expected, under close supervision, to: (1) operate a variety of company vehicles to transport passengers such as clients, employees, and/or supplies and materials; (2) make repairs, paint, and perform other upkeep functions to maintain the organization's physical facilities, and clients' apartments; (3) load, unload, and carry furniture, client belongings and supplies up stairs and move furniture and supplies as needed; (4) clean exterior grounds around building and dumpster; (5) fulfill courier/messenger tasks in addition to maintenance tasks.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Sufficient education and technical expertise to comprehend written and oral instructions (work orders); to accomplish maintenance tasks; and to document accomplished tasks.

OTHER REQUIREMENTS

Must have Valid New York State Driver's License and excellent driving history. Must complete NYS Approved Defensive Driving Classes every 3 years. Must take Refresher Computerized Defensive Driver class. Must remain insurable based on CAMBA's point system throughout the duration of employment. If required to drive 15 passenger van, must score at least 80% on computerized 15 passenger van improvement test every year. If required to drive 15 passenger van, must pass an observed Van Road Test. Acknowledge review of CAMBA's Transportation Policy. May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention. Bi-lingual preferred. Must sign NYC DOH/MH attestation stating that candidate has not been the subject of a founded child abuse report.

CAMBA Career Opportunities

JOB DEVELOPER I, REFUGEE SERVICES/WORKFORCE DEVELOPMENT

CAMBA's comprehensive Workforce Development and Refugee Services programs annually provide over 1,800 low income community members with employment, education, training, benefits access, and financial literacy. CAMBA specializes in assisting those with special barriers to employment including low skilled workers, long-term unemployed, immigrants and refugees, and highly-skilled immigrant professionals through our innovative partnership with the Cooper Union School of Engineering. These programs are performance-based, and success is measured by meeting enrollment, employment placement, training, and retention.

Essential Duties and Responsibilities: The person filling this position is expected, under general supervision, to: (1) develop and maintain employer relationships with the goal of identifying and meeting their HR needs; (2) match appropriate clients with appropriate job openings and arrange for interviews; and (3) persuade both prospective employers and client applicants of the features and advantages of CAMBA's job placement services, with a view toward long-term retention.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and two years of applicable experience or Bachelor's degree (B.A.) and/or equivalent experience.

MAINTENANCE WORKER I, ATLANTIC HOUSE SHELTER FOR MEN

CAMBA's Atlantic House Men's Shelter located in the Brownsville section of Brooklyn serves 200 MICA (mentally ill chemical abusing) men. **Essential Duties and Responsibilities:** The person filling this position is expected, under close supervision, to: (1) Clean rooms, hallways, lobbies, lounges, rest rooms, corridors, elevators, stairways, common areas and other work areas; (2) sweep, vacuum, scrub, mop, wax, polish and/or buff floors; (3) make repairs, paint, and perform various tasks to maintain the organization's physical facilities; (4) load, unload, and carry furniture, client belongings and supplies up stairs and move furniture and supplies as needed; (5) clean exterior grounds, sidewalks and dumpster; (6) fulfill courier/messenger tasks in addition to maintenance tasks.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Sufficient education and technical expertise to comprehend written and oral instructions (work orders); to accomplish maintenance tasks; and to document accomplished tasks.

OTHER REQUIREMENTS: May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention. Bi-lingual preferred.

MAINTENANCE WORKER I, PARK SLOPE SHELTER FOR WOMEN

The **Park Slope Shelter for Women** located at the Park Slope Armory in Brooklyn serves 100 MICA women. The person filling this position is expected, under close supervision, to: (1) Clean rooms, hallways, lobbies, lounges, rest rooms, corridors, elevators, stairways, common areas and other work areas; (2) sweep, vacuum, scrub, mop, wax, polish and/or buff floors; (3) make repairs, paint, and perform various tasks to maintain the organization's physical facilities; (4) load, unload, and carry furniture, client belongings and supplies up stairs and move furniture and supplies as needed; (5) clean exterior grounds, sidewalks and dumpster; (6) fulfill courier/messenger tasks in addition to maintenance tasks; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Sufficient education and technical expertise to comprehend written and oral instructions (work orders); to accomplish maintenance tasks; and to document accomplished tasks.

OTHER REQUIREMENTS: May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention. Bi-lingual preferred.

CAMBA Career Opportunities

NETWORK ADMINISTRATOR, MANAGEMENT INFORMATION SYSTEMS

The Management Information Systems (MIS) Department provides reliable, practical, and cost-effective management information systems support to the CAMBA staff. **Essential Duties and Responsibilities:** The person filling this position is expected, under general direction, to: (1) perform software distribution, installation/patches/upgrades and diagnostics; (2) design and manage network infrastructure, implementation and production, as well as reporting functions; (3) provide technical assistance to CAMBA staff via telephone, as requested; (4) Troubleshoot standard software applications and database software throughout CAMBA; and (5) recover critical data and functions from the server.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (B.S.) in Computer Science or a related field and four years of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS: Ability and willingness to lift / carry 50-75 pounds (computer equipment being taken in / returned from repair; new equipment being installed).

NUTRITIONIST, GABRIEL HOUSE SUPPORTIVE HOUSING PROGRAM

Gabriel House Supportive Housing Program provides supportive housing to homeless or at-risk of homelessness, single adults diagnosed with HIV/AIDS, serious mental illness (SMI) or who are diagnosed as mentally ill and chemically addicted (MICA) in Central Harlem. **Essential Duties and Responsibilities:** The person filling this position is expected to: (1) identify patients with nutritional risk using scoring guidelines and initiates referrals for dietetic assessment; and (2) institute basic nutrition plans including individualized meal plans.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Registered dietician with two years experience.

OTHER REQUIREMENTS: Knowledge about, understanding of, and ability to work closely with, persons with HIV/AIDS and related issues.

OUTREACH WORKER, CAMBA'S CURE VIOLENCE PROGRAM

CAMBA's Cure Violence Program works with 16 – 24 year old at risk youths who are or may have potentially been involved in street violence, community residents, businesses and community-based organizations to implement Cure Violence: The Campaign to Stop the Shooting. Cure Violence is a public health strategy to reduce and prevent shootings and killings. This program will focus on a defined area identified as a "hot spot" in Brownsville, Brooklyn for shooting violence within the 73rd Precinct. The program works to prevent gun violence by: 1) mediating conflicts that may end in gun violence, 2) changing the thinking of individuals who are most at risk of being victims or perpetrators of violence, and 3) working closely with a broad coalition of local partners to promote a visible community-wide message that shooting is unacceptable behavior. The person filling this position is expected, under close supervision, to: (1) aid individuals and/or families requiring social service assistance; (2) interview and evaluate applicants for services, formulate service plans and goals, and aid participants to implement service plans; (3) locate and make use of appropriate community resources for participants; (4) evaluate actual living conditions of participants through home visits.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's Degree (B.A.) and/or equivalent experience.

OTHER REQUIREMENTS: Equally at home conversing with gang members, community activists, law enforcement personnel, and public officials. Subject to a criminal background check and random drug testing. No pending criminal cases or prior convictions for sexual assault, child abuse or domestic violence or history thereof. Strong knowledge of the Brownsville community. Familiarity with Brownsville 73rd Police Precinct community challenges of teens and young adults there; strongly preferred. Ability to work a flexible schedule including morning, evening and weekends as needed. Must have understanding of, sensitivity and commitment to working with families of youth that have experienced gun related trauma. Case Managers should be prepared for various outdoor weather conditions during their regular workday.

CAMBA Career Opportunities

PARALEGAL, CAMBA LEGAL SERVICES - HOUSING UNIT

CAMBA Legal Services, Inc. (CLS) is the legal services arm of CAMBA, Inc. CLS provides free civil legal services to low-income New Yorkers in the areas of consumer law, foreclosure prevention, immigration, housing law, and domestic violence assistance. In addition to providing direct representation and providing legal advice and counsel to thousands of clients, CAMBA attorneys also engage in legislative advocacy, impact litigation in both state and federal court, provide community education and offer expert training on a wide range of issues, services that allow members of our community improve their lives. The person filling this position is expected, under general supervision, to: (1) research the law; (2) investigate facts; (3) prepare documents to assist attorneys; (4) schedule and represent clients at Fair Hearings; (5) compile charitable packages and otherwise prevent evictions by working directly with clients and supporting the work of the housing attorneys.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Associate's Degree (A.A.) and two years applicable experience or Bachelor's degree (B. A. or B.S.) and/or equivalent experience.

OTHER REQUIREMENTS: Bilingual (Haitian Creole) preferred.

RECEPTIONIST, HEALTH HOME

CAMBA's **Health Home** program is an innovative new model of care management focused on improving the health outcomes for individuals with severe mental illness & other complex chronic illnesses through coordinated networks of medical, psychiatric, behavioral health, social service & housing providers. Staff will use cutting-edge health information technology & a unified plan of care to ensure all clients connect to & maintain primary medical care, prevent hospital stays, &/or reduce the length of hospitalizations. CAMBA's participation in health home places it at the forefront of a broad system wide change that will have a significant impact on many human services sectors.

ESSENTIAL DUTIES AND RESPONSIBILITIES: The person filling this position is expected, under close supervision, to: (1) operate multi-line telephone system to answer incoming calls; (2) direct callers to appropriate personnel; and (3) assist non-clerical staff with clerical work (i.e., data collection and entry).

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Sufficient education (English-speaking, -reading, -writing, & math abilities) to comprehend oral and written information and to assist callers and visitors and staff.

OTHER REQUIREMENTS: Ability to type 25 words per minute.

RESIDENTIAL AIDE I, ATLANTIC HOUSE MEN'S SHELTER

CAMBA's Atlantic House Men's Shelter located in the Brownsville section of Brooklyn serves 200 MICA (mentally ill chemical abusing) men. The person filling this position is expected, under close supervision, to: (1) Assist clients in the development of daily independent living skills through both individual and group Activities of Daily Living (ADL) sessions, including laundry, meal preparation and clean up, personal hygiene, shopping, and maintaining a schedule of activities; (2) maintain inventory of food and dry goods; and (3) provide clients with an orientation of the facility, services and personal care items, upon arrival.

The minimum qualification for this position is High school diploma or G.E.D. and/or equivalent experience.

Other requirements:

Participate in Department of Health Food Protection 15 hour Course, pass exam and become a certified Food Handler.

Must obtain Annual PPD Test.

May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention. Bi-lingual preferred.

CAMBA Career Opportunities

RESIDENTIAL AIDE I, MAGNOLIA HOUSE WOMEN'S SHELTER

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 MICA women.

Essential Duties and Responsibilities: The person filling this position is expected, under close supervision, to: (1) Assist clients in the development of daily independent living skills through both individual and group Activities of Daily Living (ADL) sessions, including laundry, meal preparation and clean up, personal hygiene, shopping, and maintaining a schedule of activities; (2) maintain inventory of food and dry goods; and (3) provide clients with an orientation of the facility, services and personal care items, upon arrival.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and/or equivalent experience.

OTHER REQUIREMENTS: Participate in Department of Health Food Protection 15 hour Course, pass exam and become a certified Food Handler. Must obtain Annual PPD Test. May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention. Bi-lingual preferred.

RESIDENTIAL AIDE I, THE GATHERING PLACE DROP-IN CENTER

The Gathering Place is a Drop-In Center in Brooklyn serving 75 homeless men and women 18 years and older. The Center is open from 6am to 8:30pm / 7-days-a-week and provides a safe, sanitary, and stable alternative to the street. The Center uses an individualized and flexible approach to serve the hard-to-reach homeless population. Center services include: two nutritious meals a day; shower and laundry facilities; access to clothing, mail and telephone services; recreational activities; intensive case management services; benefits/entitlements assistance; and, comprehensive medical and mental healthcare services, including acupuncture, substance abuse counseling and treatment referral services. The Center's goal is to re-connect clients to treatment services and assist in their transition to temporary shelter and/or permanent housing.

The person filling this position is expected, under close supervision, to: (1) Assist clients in the development of daily independent living skills, including laundry, meal preparation, personal hygiene, shopping, and maintaining a schedule of activities; (2) maintain inventory of food and dry goods; and (3) provide clients with an orientation of the facility, services and personal care items, upon arrival.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and/or equivalent experience

OTHER REQUIREMENTS:

Participate in Department of Health Food Protection 15 hour Course and pass exam

Must obtain Annual PPD Test

Must have Valid New York State Driver's License and excellent driving history

Must complete NYS Approved Defensive Driving Classes every 3 years

Must take Refresher Computerized Defensive Driver class

Must remain insurable based on CAMBA's point system throughout the duration of employment

If required to drive 15 passenger van, must score at least 80% on computerized 15 passenger van improvement test every year

If required to drive 15 passenger van, must pass an observed Van Road Test

Acknowledge review of CAMBA's Transportation Policy

Shift: Wednesday - Sunday, 2pm-10pm

CAMBA Career Opportunities

SECURITY GUARD I, ATLANTIC HOUSE MEN'S SHELTER

CAMBA's Atlantic House Men's Shelter located in the Brownsville section of Brooklyn serves 200 single men at any given time. The majority of these clients are dually diagnosed with mental illness and substance abuse. The person filling this position is expected, under close supervision, to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and, (5) provide directions to visitors when requested; etc.

The minimum qualification for this position is a High school diploma or G.E.D.; must have and maintain NYS Security License.

SECURITY GUARD I, BERGEN-SARATOGA SUPPORTIVE HOUSING

Bergen-Saratoga is a supportive/affordable housing development located in Ocean Hill/Brownsville, Brooklyn for low-income working families and formerly homeless individuals.

Essential Duties and Responsibilities: The person filling this position is expected to (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

SECURITY GUARD I, BROADWAY HOUSE WOMEN'S SHELTER

CAMBA operates five single adult homeless shelters and one single adult drop-in center, funded by New York City Department of Homeless Services. Each shelter offers clients a supportive, structured, therapeutic, safe, and drug-free facility. Homeless (often mentally-ill and substance-abusing) men and women are provided with comprehensive services to stabilize their condition in order to successfully transition into permanent and/or supported housing. Specifically, the Broadway House Women's Shelter located in the Bushwick section of Brooklyn serves 165 women, approximately 37 of whom are MICA.

Essential Duties and Responsibilities: The person filling this position is expected, under close supervision, to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and, (5) provide directions to visitors when requested.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D.

OTHER REQUIREMENTS: Must have 8 hour Pre-Assignment security guard training course certificate.

Must have 16 hour On-the-Job security guard training course certificate or obtain within 90 days of employment.

Must complete 8 Hour Annual In-Service Course each calendar year.

Must have and maintain a NYS Security Guard license.

Must obtain NYS Security Guard registration, and must maintain registration during employment.

Must obtain Fire Guard certification and maintain it throughout employment.

May be required to become First Aid/CPR certified.

May be required to become certified in overdose prevention.

May be required to obtain F-80 Fire Safety Coordinator certification.

Must sign NYC DOH/MH attestation stating that candidate has not been the subject of a founded child abuse report.

CAMBA Career Opportunities

SECURITY GUARD I, CAMBA GARDENS

CAMBA GARDENS is a 209 unit supportive/affordable housing development located in the East Flatbush section of Brooklyn.

Essential Duties and Responsibilities: The person filling this position is expected to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

SECURITY GUARD I, FLAGSTONE FAMILY CENTER

The Flagstone Family Center provides comprehensive case management services for homeless families.

Essential Duties and Responsibilities: The person filling this position is expected to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

High school diploma or G.E.D; must have and maintain NYS Security License.

SECURITY GUARD I, HIGHBRIDGE OVERLOOK SUPPORTIVE HOUSING PROGRAM

Highbridge Overlook provides housing for chronically homeless single adults who are diagnosed with SPMI (seriously and persistently mentally ill) or MICA (mentally ill and chemically addicted) in the Highbridge section of The Bronx.

Essential Duties and Responsibilities: The person filling this position is expected to (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

SECURITY GUARD I, LIVONIA COMMONS

Livonia Commons is a supportive/affordable housing development in East New York, Brooklyn for low-income working families and formerly homeless individuals.

Essential Duties and Responsibilities: The person filling this position is expected to (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

CAMBA Career Opportunities

SECURITY GUARD I, MAGNOLIA HOUSE WOMEN'S SHELTER

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 single women at any given time. The majority of these clients are diagnosed with mental illness, some dually with chemical addictions as well. The person filling this position is expected, under close supervision, to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and, (5) provide directions to visitors when requested; etc.

The minimum qualification for this position is a High school diploma or G.E.D; must have and maintain NYS Security License.

SECURITY GUARD I, OPPORTUNITY HOUSE MEN'S SHELTER

CAMBA's Opportunity House (COH) located in downtown Brooklyn, serves 62 men. **Essential Duties and Responsibilities:** The person filling this position is expected, under close supervision, to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and, (5) provide directions to visitors when requested.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D.

OTHER REQUIREMENTS:

Must have 8 hour Pre-Assignment security guard training course certificate.
Must obtain 16 hour On-the-Job security guard training course certificate within 90 days of employment.
Must complete 8 Hour Annual In-Service Course each calendar year.
Must have and maintain NYS Security Guard license.
Must obtain NYS Security Guard registration, and must maintain registration during employment.
Must obtain Fire guard certification and maintain it throughout employment.
Must obtain CPR/First Aid Certification within 90 days of employment.
Must obtain Dept. of Health fingerprinting; doctor's note certifying good health; proof of negative results from TB test and clearance from the NYS Division of Criminal Justice Services (DCJS) Sex Offender Registry.
Ability to maintain fingerprint clearance and DCJS Sex Offender Registry clearance throughout the duration of employment.

SECURITY GUARD I, PARK SLOPE WOMEN'S SHELTER

The Park Slope Shelter for Women serves 100 MICA (mentally ill chemical abusing) women at the Park Slope Armory in Brooklyn. The person filling this position is expected, under close supervision, to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D.

OTHER REQUIREMENTS: Must have 8 hour Pre-Assignment security guard training course certificate.
Must have 16 hour On-the-Job security guard training course certificate or obtain within 90 days of employment. Must complete 8 Hour Annual In-Service Course each calendar year.
Must have and maintain a NYS Security Guard license.
Must obtain NYS Security Guard registration, and must maintain registration during employment.
Must obtain Fire Guard certification and maintain it throughout employment.
May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention. May be required to obtain F-80 Fire Safety Coordinator certification.
Bi-lingual preferred.

CAMBA Career Opportunities

SECURITY GUARD I, THE GATHERING PLACE DROP-IN CENTER

The Gathering Place is a Brooklyn Drop-In Center serving 125 homeless men and women 18 years and older. The person filling this position is expected, under close supervision, to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and, (5) provide directions to visitors when requested; etc.

The minimum qualification for this position is a High school diploma or G.E.D; must have and maintain NYS Security License.

Full-time shifts available:

Sunday - Thursday, 12am -8am Friday - Monday, 4pm-12am, Thurs 8a-4p

SECURITY GUARD I, THE KENSINGTON

The Kensington provides comprehensive case management services to homeless families who are in a transitional residence program. **Essential Duties and Responsibilities:** The person filling this position is expected to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and (5) provide directions to visitors when requested.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D.

OTHER REQUIREMENTS: Must have 8 hour Pre-Assignment security guard training course certificate.

Must have 16 hour On-the-Job security guard training course certificate or obtain within 90 days of employment.

Must complete 8 Hour Annual In-Service Course each calendar year.

Must have and maintain a NYS Security Guard license. Must obtain NYS Security Guard registration, and must maintain registration during employment. Must obtain Fire Guard certification and maintain it throughout employment. May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention. May be required to obtain F-80 Fire Safety Coordinator certification.

Must sign NYC DOH/MH attestation stating that candidate has not been the subject of a founded child abuse report.

SECURITY GUARD I, THE LANDING

CAMBA's The Landing Family Shelter is funded by New York City Department of Homeless Services and offers families a supportive, structured therapeutic, safe, and drug-free facility. It provides comprehensive case management services to 169 families who are in a transitional residence program for homeless families. The three story facility has rooms of various sizes, common areas and provides on-site security and social services. The person filling this position is expected, under close supervision, to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and (5) provide directions to visitors when requested.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D.

OTHER REQUIREMENTS:

Must have 8 hour Pre-Assignment security guard training course certificate.

Must have 16 hour On-the-Job security guard training course certificate or obtain within 90 days of employment. Must complete 8 Hour Annual In-Service Course each calendar year.

Must have and maintain a NYS Security Guard license. Must obtain NYS Security Guard registration, and must maintain registration during employment. Must obtain Fire Guard certification and maintain it throughout employment. May be required to become First Aid/CPR certified.

May be required to become certified in overdose prevention. May be required to obtain F-80 Fire Safety Coordinator certification. Must obtain and maintain, throughout the duration of employment, State Central Registry (SCR) clearance. **This position is in Queens.**

CAMBA Career Opportunities

SECURITY GUARD II (LEAD GUARD), PARK SLOPE WOMEN'S SHELTER

The **Park Slope Shelter for Women** located at the Armory in Brooklyn serves 100 MICA women.

Essential Duties and Responsibilities: The person filling this position is expected, under close supervision, to: (1) Provide oversight of guards assigned to shift including uniform, equipment, scheduling rotations, and breaks; (2) oversee the inventory of all equipment and ensure the assignment and transfer of equipment to the next shift; (3) protect employees, visitors and clients; and, (4) provide directions to visitors when requested.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and two years of applicable experience.

OTHER REQUIREMENTS: 8 hour Pre-Assignment security guard training course certificate.

16 hour On-the-Job security guard training course certificate or obtain within 90 days of employment.

Must complete 8 Hour Annual In-Service Course each calendar year.

Must have and maintain a NYS Security Guard license. Must obtain NYS Security Guard registration, and must maintain registration during employment. Must obtain Fire Guard certification and maintain it throughout employment. May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention. May be required to obtain F-80 Fire Safety Coordinator certification. Bi-lingual preferred.

SENIOR ATTORNEY, CAMBA LEGAL SERVICES-HOUSING UNIT STATEN ISLAND

CAMBA Legal Services, Inc. (CLS) is the legal services arm of CAMBA, Inc. CLS provides free civil legal services to low-income New Yorkers in the areas of consumer law, foreclosure prevention, immigration, housing law, and domestic violence assistance. In addition to providing direct representation and providing legal advice and counsel to thousands of clients, CAMBA attorneys also engage in legislative advocacy, impact litigation in both state and federal court, provide community education and offer expert training on a wide range of issues, services that allow members of our community improve their lives. The person filling this position is expected, under the direction of the General Counsel, to provide legal assistance to clients of CAMBA Legal Services; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Juris Doctor (J.D.) + Licensed to practice law in NY State and 2 years experience in housing law practice or equivalent.

OTHER REQUIREMENTS: Knowledge of, and experience in, housing law. This position is in Staten Island.

SOCIAL WORKER, LEARNING TO WORK AT ERASMUS' YOUNG ADULT BOROUGH CENTER

The **Learning to Work (LTW)** Program will provide services to 250-300 students, ages 17 ½ -21 who are over-aged for grade, under-credited, and have spent at least one year in another high school to earn a high school diploma and gain valuable vocational and life skills supports. Using the Primary Person Model, each student will have a Career Advocate who will: guide students towards removing barriers toward graduation, engage students in college preparatory activities, provide supportive services, and increase self-direction and self-sufficiency through meaningful career exploration experiences, including subsidized internship placements for 90 students. The person filling this position is expected, under general supervision, to: (1) provide individual and/or group counseling services to assist individuals and their families to achieve effective personal development and adjustment; and, (2) counsel clients in dealing with such issues as: behavior, educational progress, family dynamics, mental and physical health, housing, personal finances, substance abuse, mental and/or physical trauma.

EDUCATION/EXPERIENCE REQUIRED: Licensed Master of Social Work (LMSW) degree required.

OTHER REQUIREMENTS: Must obtain Dept. of Education fingerprint clearance. Ability to maintain fingerprint clearance throughout the duration of employment. Ability to adapt to the culture and environment of a public school. The hours of this position are 1-9 PM.

CAMBA Career Opportunities

YOUNG ADULT CAREER ADVISOR, LEARNING TO WORK AT ERASMUS' YOUNG ADULT BOROUGH CENTER (YABC)

Young Adult Borough Center (YABC) and Learning-to-Work Center (LTWC) located at Erasmus High School will provide program services to 250-300 students ages 17 ½ -21 that are overage and under-credited toward graduation. YABC and LTWC is a partnership that will use a Primary Person Model wherein each student will have a primary contact person that will assist the student to remove barriers preventing their success. In addition, students are provided with supportive services to increase their self-direction and self-sufficiency through meaningful career exploration.

The person filling this position is expected, under general supervision, to: (1) serve as young adult students' primary motivator and coordinator of program services; and (2) assist "at-risk" young adult students in eliminating barriers to education/employment.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

Bachelor's degree (e. g., B.A., B.S.W.) in social work or a related field and/or equivalent experience.

OTHER REQUIREMENTS:

Must obtain Dept. of Education fingerprint clearance.
Ability to maintain fingerprint clearance throughout the duration of employment.
Ability to adapt to the culture and environment of a public school.
Evening hours required.

Part-Time

ADULT EDUCATION INSTRUCTOR - ESOL, ADULT LITERACY PROGRAM

CAMBA needs an ESOL instructor to teach part-time at its 885 Flatbush Avenue site in Brooklyn, N.Y. The person filling this position is expected to: (1) research and develop instructional materials and lesson plans; and, (2) instruct adults in academic and/or nonacademic subjects.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (B.A.) and one year of applicable experience and/or equivalent experience.

OTHER REQUIREMENTS:

Familiarity with best practices, including the whole language, balanced literacy, and Freirian methodology; familiarity with "at-risk" and ethnically-diverse populations
Familiarity with Internet sites of relevance to learners, both to support classroom instruction and to enhance community engagement and/or knowledge of subjects being discussed in class.
Familiarity with Common Core State Standards.
Ability to integrate workplace skills in class activities and help ABE/HSE test prep students enhance or acquire skills in arithmetic, algebra, and geometry; or help ESOL students apply mathematical concepts to practical situations.
Ability to integrate computer skills into the classroom instruction while working with students of different technical skills.
Must obtain Department of Education fingerprint clearance.
Ability to maintain fingerprint clearance throughout the duration of employment.
Ability to adapt to the culture and environment of classes in a community-based organization setting or in a public school setting.

We have 1 vacancy with the following schedule:
5:30 to 8:30 pm, Monday through Thursday

CAMBA Career Opportunities

AIDE/FOOD HANDLER, CAMBA'S CORNERSTONE PROGRAMS

CAMBA's Cornerstone Program: CAMBA administers services at the Boulevard Community Center, the Penn-Wortman Community Center and the Brevoort Cornerstone in Brooklyn. All Cornerstone programs are run in partnership with other community organizations to provide education, recreation, cultural activities, health information and screenings, youth leadership and social services to the neighborhood's students, their families, and other residents. Activities and services are available after school, evenings and on weekends.

Essential Duties and Responsibilities: The person filling this position is expected, under close supervision, to: (1) prepare and serve healthy, nutritious meals according to menu and number of people to be served; and (2) inventory supplies and food (3) cooking/baking workshops with summer camp and teen program; including the following:

Maintain professional relationships with clients and client confidentiality.

Practice universal precautions.

Serve all meals on time according to the schedule.

Clean up kitchen (i.e. stove, refrigerator, wash dishes) and dining areas after meals.

Tasks may be modified, expanded and/or assigned over time.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

Sufficient education (English-speaking, -reading, -writing, & math abilities) to write and understand written menus and recipes and to inventory and order supplies and food.

Participate in Department of Health Food Protection 15 hour Course and pass exam.

ASSISTANT YOUTH FACILITATOR, CAMBA BEACON 166 and 271 PROGRAMS

Beacon Community Centers: CAMBA administers school based Beacon community centers at I.S. 271 in Ocean Hill-Brownsville and at I.S 166 in East New York. All Beacon Centers are run in partnership with other community organizations to provide education, recreation, cultural activities, health information and screenings, youth leadership and social services to the school's students, their families, and other neighborhood residents. The person filling this position is expected, under close supervision, to assist the Youth Facilitators by: (1) assist the Youth Facilitator to maintain order during and in-between various activities; and (2) work closely with small groups of children and/or youth.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Current high school student.

OTHER REQUIREMENTS: Must obtain Dept. of Health, Dept. of Education fingerprint clearance; doctor's note certifying good health; proof of negative results from TB test; Staff Exclusion List (SEL) clearance and State Central Registry (SCR) clearance.

Ability to maintain State Central Registry (SCR) clearance and fingerprint clearance throughout the duration of employment. Ability to adapt to the culture and environment of a public school.

ASSISTANT YOUTH FACILITATOR, CAMBA CORNERSTONE PROGRAMS

CAMBA's Cornerstone Program: CAMBA administers services at the Boulevard Community Center, the Penn-Wortman Community Center and the Brevoort Cornerstone in Brooklyn. All Cornerstone programs are run in partnership with other community organizations to provide education, recreation, cultural activities, health information and screenings, youth leadership and social services to the neighborhood's students, their families, and other residents. Activities and services are available after school, evenings and on weekends. The person filling this position is expected, under close supervision, to assist the Youth Facilitators by: (1) assist the Youth Facilitator to maintain order during and in-between various activities; and (2) work closely with small groups of children and/or youth.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Current high school student or high school graduate.

OTHER REQUIREMENTS: Must obtain Dept. of Health fingerprinting; doctor's note certifying good health; proof of negative results from TB test; and State Central Registry (SCR) clearance. Ability to maintain State Central Registry (SCR) clearance and fingerprint clearance throughout the duration of employment.

CAMBA Career Opportunities

CAMBA AFTER-SCHOOL PROGRAM POSITIONS

Do You?

- Love working with children
- Like learning about different cultures
- Value a diverse educational experience
- Have a special skill or talent in music, dance, art, languages, sports, writing, science, film, photography, sewing, crafts, and more

CAMBA After-School Programs

- Are dynamic and diverse
- Provide Homework Help, Academics, Arts, and Recreation
- Enrich children's sense of community

CAMBA runs after-school programs in 9 different NYC Public Elementary and Middle schools. The schools are located in the following Brooklyn neighborhoods:

Bay Ridge, Bedford Stuyvesant, Canarsie, East Flatbush, and Flatbush.

The programs are currently hiring for the following PART-TIME (M-F afternoon) positions:

- Group Leader - Must be a college graduate or currently enrolled in college. Experience working with youth. Leaders plan and lead daily activities and manage classroom. Must be available to work Monday through Friday.
- Youth Worker - Must have a high school/GED diploma or currently enrolled in high school. Assist leader in facilitating activities and monitoring classroom. Must be available to work Monday through Friday.
- Activity Specialist - Proven three years of professional experience and specialization in dance, creative movement, yoga, sports and/or other physical activities.

Bilingual English/Spanish/Haitian Creole/Cantonese/Mandarin/Arabic preferred

When applying, please indicate a preference for position and neighborhood

CLIENT ADVOCATE I, WORKFORCE DEVELOPMENT/ROCKAWAY ADVANCED INITIATIVE

The **CAMBA Advancing the Rockaways Program** will provide intensive workforce development and employment support services to residents of Far Rockaway. This program will serve low-income residents throughout FR with an emphasis on NYCHA residents. Services will also be broadly available to area residents in the surrounding community.

Essential Duties and Responsibilities: The person filling this position is expected, under close supervision, to: (1) conduct outreach activities to identify and enroll eligible individuals; and (2) assist eligible clients in attaining their goals by identifying and locating community resources for clients and by making referrals to appropriate services both within and outside CAMBA.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

High school diploma or G.E.D. and/or equivalent experience.

Please note, this position is in Far Rockaway.

CAMBA Career Opportunities

DRIVER (CDL), THE GATHERING PLACE DROP-IN CENTER

The Gathering Place is a Drop-In Center in Brooklyn serving 75 homeless men and women 18 years and older. The Center provides a safe, sanitary, and stable alternative to the street. Center services include: two nutritious meals a day; shower and laundry facilities; access to clothing, mail and telephone services; recreational activities; intensive case management services; benefits/entitlements assistance; and, comprehensive medical and mental healthcare services, including acupuncture, substance abuse counseling and treatment referral services. The Center's goal is to re-connect clients to treatment services and assist in their transition to temporary shelter and/or permanent housing.

The person filling this position is expected, under close supervision, to operate a variety of company vehicles, such as passenger vans and small buses to safely transport passengers such as clients.

The minimum qualification for this position is sufficient education and technical expertise: to comprehend written and oral instructions (work orders); to accomplish tasks; and to document accomplished tasks.

OTHER REQUIREMENTS:

Must have valid New York State Commercial Driver's License (CDL) – Class A, B, or C with passenger endorsement.

Employees must maintain the appropriate driver's license for the duration of their employment.

Must complete NYS Approved Defensive Driving Classes every 3 years.

Must take Refresher Computerized Defensive Driver class.

Must remain insurable based on CAMBA's point system throughout the duration of employment.

If required to drive 15 passenger vans, must score at least 80% on computerized 15 passenger van improvement test every year.

If required to drive 15 or more passenger vehicles, must pass an observed Van Road Test.

Part-Time Schedules:

Sunday - Thursday, 4:30am-8am

Thursday - Monday, 5pm-8:30pm

Friday split 4:30am-8am, then 5pm-8:30pm & Saturday 5pm-8:30pm

MAINTENANCE WORKER I, CAMBA'S CORNERSTONE PROGRAMS

CAMBA's Cornerstone Program: CAMBA administers services at the Boulevard Community Center, the Penn-Wortman Community Center and the Brevoort Cornerstone in Brooklyn. All Cornerstone programs are run in partnership with other community organizations to provide education, recreation, cultural activities, health information and screenings, youth leadership and social services to the neighborhood's students, their families, and other residents. Activities and services are available after school, evenings and on weekends.

The person filling this position is expected, under close supervision, to: (1) Clean rooms, hallways, lobbies, lounges, rest rooms, corridors, elevators, stairways, common areas and other work areas; (2) sweep, vacuum, scrub, mop, wax, polish and/or buff floors; (3) make repairs, paint, and perform various tasks to maintain the organization's physical facilities; (4) load, unload, and carry furniture and supplies up stairs and move furniture and supplies as needed; (5) clean exterior grounds, sidewalks and dumpster; (6) fulfill courier/messenger tasks in addition to maintenance tasks.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Sufficient education and technical expertise: to comprehend written and oral instructions (work orders); to accomplish maintenance tasks; and to document accomplished tasks.

OTHER REQUIREMENTS:

Must obtain Dept. of Health fingerprinting; doctor's note certifying good health; proof of negative results from TB test and clearance from the NYS Division of Criminal Justice Services (DCJS) Sex Offender Registry.

Ability to maintain fingerprint clearance and DCJS Sex Offender Registry clearance throughout the duration of employment.

This position is part-time.

CAMBA Career Opportunities

MATH/GLOBAL STUDIES TUTOR, NEIGHBORHOOD DEVELOPMENT AREA 16 - BROWNSVILLE ACADEMY

The **Neighborhood Development Area (NDA) 16** Program will provide 31 High School aged students who reside in NDA area 16 and who have barriers to academic improvement and or finding gainful employment. CAMBA will conduct the following: academic enrichment, job readiness skills as well as career exploration. We will deliver our services using a primary person mode in which each student has an ongoing relationship with the CAMBA career advocate throughout their involvement in the program. The person filling this position is expected, under close supervision, to provide one-on-one academic assistance to children and/or youth.

EDUCATION/EXPERIENCE REQUIRED: Currently enrolled in a college program and/or equivalent experience.

OTHER REQUIREMENTS:

Must obtain Dept. of Education fingerprint clearance.

Ability to maintain fingerprint clearance throughout the duration of employment.

Ability and willingness to participate in field trips, requiring dealing with outdoor weather conditions during working hours.

Ability to adapt to the culture and environment of a public school.

Ability to provide HS Regent and SAT preparation assistance in English or Math.

Math tutor must be available to work either Tues & Thurs or Mon & Wed from 9-11:30.

Global Studies tutor must be available to work either Tues & Thurs or Mon & Wed from 9-11:30.

RECEPTIONIST, PARK SLOPE WOMEN'S SHELTER

The **Park Slope Shelter for Women** located at the Park Slope Armory in Brooklyn serves 100 MICA women. The person filling this position is expected, under close supervision, to: (1) operate multi-line telephone system to answer and/or transfer incoming calls; (2) direct callers to appropriate personnel; and, (3) assist non-clerical staff with clerical work (i.e., data collection and entry).

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Sufficient education (English-speaking, -reading, -writing, & math abilities) to comprehend oral and written information and to assist callers and visitors and staff.

OTHER REQUIREMENTS:

Ability to type 25 words per minute. Bi-lingual.

RECREATION AIDE, MAGNOLIA HOUSE

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 single women at any given time. The majority of these clients are diagnosed with mental illness, some dually with chemical addictions as well.

Essential Duties and Responsibilities: The person filling this position is expected, under close supervision, to: (1) assist with the development of recreational program content; (2) organize and lead activities planned to enhance the social development of individual group members

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

High school diploma or G.E.D. and/or equivalent experience.

Flexible schedule including evenings and/or weekends.

CAMBA Career Opportunities

RESIDENTIAL AIDE I, BROADWAY HOUSE WOMEN'S SHELTER

The **Broadway House Women's Shelter** located in the Bushwick section of Brooklyn serves 165 women, approximately 37 of whom are MICA. The person filling this position is expected, under close supervision, to: (1) Assist clients in the development of daily independent living skills through both individual and group Activities of Daily Living (ADL) sessions, including laundry, meal preparation and clean up, personal hygiene, shopping, and maintaining a schedule of activities; (2) maintain inventory of food and dry goods; and (3) provide clients with an orientation of the facility, services and personal care items, upon arrival.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and/or equivalent experience.

OTHER REQUIREMENTS:

Participate in Department of Health Food Protection 15 hour Course, pass exam and become a certified Food Handler. Must obtain Annual PPD Test. May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention. Bi-lingual preferred.

RESIDENTIAL AIDE I, CAMBA OPPORTUNITY HOUSE MEN'S SHELTER

CAMBA's Opportunity House (COH) is a 62 bed men's general population shelter funded by New York City Department of Homeless Services located in downtown Brooklyn. COH offers clients a supportive, structured therapeutic, safe, and drug-free facility. Homeless men are provided with comprehensive services to stabilize their condition in order to successfully transition into to permanent and/or supported housing.

Essential Duties and Responsibilities: The person filling this position is expected, under close supervision, to: (1) Assist clients in the development of daily independent living skills, including laundry, meal preparation and clean up, personal hygiene, shopping, and maintaining a schedule of activities; (2) maintain inventory of food and dry goods; and (3) provide clients with an orientation of the facility, services and personal care items, upon arrival.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and/or equivalent experience.

OTHER REQUIREMENTS:

Participate in Department of Health Food Protection 15 hour Course, pass exam and become a certified Food Handler. Must obtain Annual PPD Test. May be required to become First Aid/CPR certified.

May be required to become certified in overdose prevention. Bi-lingual preferred.

This position is Sunday and Monday 12 AM -8 AM.

RESIDENTIAL AIDE I, PARK SLOPE SHELTER FOR WOMEN

The **Park Slope Shelter for Women** located at the Park Slope Armory in Brooklyn serves 100 MICA women. The person filling this position is expected, under close supervision, to: (1) Assist clients in the development of daily independent living skills through both individual and group Activities of Daily Living (ADL) sessions, including laundry, meal preparation and clean up, personal hygiene, shopping, and maintaining a schedule of activities; (2) maintain inventory of food and dry goods; and (3) provide clients with an orientation of the facility, services and personal care items, upon arrival.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and/or equivalent experience.

OTHER REQUIREMENTS:

Participate in Department of Health Food Protection 15 hour Course, pass exam and become a certified Food Handler. Must obtain Annual PPD Test. May be required to become First Aid/CPR certified.

May be required to become certified in overdose prevention. Bi-lingual preferred.

CAMBA Career Opportunities

RESIDENTIAL AIDE I, THE KENSINGTON

The Kensington provides comprehensive case management services to homeless families who are in a transitional residence program. **Essential Duties and Responsibilities:** The person filling this position is expected, under close supervision, to: (1) Assist clients in the development of daily independent living skills through both individual and group Activities of Daily Living (ADL) sessions, including laundry, meal preparation and clean up, personal hygiene, shopping, and maintaining a schedule of activities; (2) maintain inventory of food and dry goods; and (3) provide clients with an orientation of the facility, services and personal care items, upon arrival.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and/or equivalent experience.

OTHER REQUIREMENTS:

Must sign NYC DOH/MH attestation stating that candidate has not been the subject of a founded child abuse report. Participate in Department of Health Food Protection 15 hour Course, pass exam and become a certified Food Handler. Must obtain Annual PPD Test. May be required to become First Aid/CPR certified. May be required to become certified in overdose prevention. Bi-lingual preferred.

RESIDENTIAL AIDE I, THE LANDING

CAMBA's The Landing Family Shelter is funded by New York City Department of Homeless Services and offers families a supportive, structured therapeutic, safe, and drug-free facility. It provides comprehensive case management services to 169 families who are in a transitional residence program for homeless families. The three story facility has rooms of various sizes, common areas and provides on-site security and social services. The person filling this position is expected, under close supervision, to: (1) Assist clients in the development of daily independent living skills through both individual and group Activities of Daily Living (ADL) sessions, including laundry, meal preparation and clean up, personal hygiene, shopping, and maintaining a schedule of activities; (2) maintain inventory of food and dry goods; and (3) provide clients with an orientation of the facility, services and personal care items, upon arrival.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D. and/or equivalent experience.

OTHER REQUIREMENTS: Must obtain and maintain, throughout the duration of employment, State Central Registry (SCR) clearance. Participate in Department of Health Food Protection 15 hour Course, pass exam and become a certified Food Handler.

Must obtain Annual PPD Test. May be required to become First Aid/CPR certified.

May be required to become certified in overdose prevention. Bi-lingual preferred. This position is in Queens.

SECURITY GUARD I, 97 CROOKE AVENUE

97 Crooke Avenue provides affordable housing for persons with low income and/or with special needs living in Flatbush, Brooklyn. **Essential Duties and Responsibilities:** The person filling this position is expected to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

CAMBA Career Opportunities

SECURITY GUARD I, BERGEN-SARATOGA SUPPORTIVE HOUSING PROGRAM

Bergen-Saratoga is a supportive/affordable housing development located in Ocean Hill/Brownsville, Brooklyn for low-income working families and formerly homeless individuals.

Essential Duties and Responsibilities: The person filling this position is expected to (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

SECURITY GUARD I, BREVOORT CORNERSTONE

CAMBA's Cornerstone Program: CAMBA administers services at the Boulevard Community Center, the Penn-Wortman Community Center and the Brevoort Cornerstone in Brooklyn. All Cornerstone programs are run in partnership with other community organizations to provide education, recreation, cultural activities, health information and screenings, youth leadership and social services to the neighborhood's students, their families, and other residents. Activities and services are available after school, evenings and on weekends. The person filling this position is expected, under close supervision, to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and, (5) provide directions to visitors when requested.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D.

OTHER REQUIREMENTS:

Must have 8 hour Pre-Assignment security guard training course certificate.
Must obtain 16 hour On-the-Job security guard training course certificate within 90 days of employment.
Must complete 8 Hour Annual In-Service Course each calendar year.
Must have and maintain NYS Security Guard license.
Must obtain NYS Security Guard registration, and must maintain registration during employment.
Must obtain Fire guard certification and maintain it throughout employment.
Must obtain CPR/First Aid Certification within 90 days of employment.
Must obtain Dept. of Health fingerprinting; doctor's note certifying good health; proof of negative results from TB test and clearance from the NYS Division of Criminal Justice Services (DCJS) Sex Offender Registry.
Ability to maintain fingerprint clearance and DCJS Sex Offender Registry clearance throughout the duration of employment. Occasional Saturday hours required.

SECURITY GUARD I, CAMBA GARDENS

CAMBA GARDENS is a 209 unit supportive/affordable housing development located in the East Flatbush section of Brooklyn.

Essential Duties and Responsibilities: The person filling this position is expected to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

CAMBA Career Opportunities

SECURITY GUARD I, FLAGSTONE FAMILY CENTER

The Flagstone Family Center provides comprehensive case management services for homeless families.

Essential Duties and Responsibilities: The person filling this position is expected to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

High school diploma or G.E.D; must have and maintain NYS Security License.

SECURITY GUARD I, GABRIEL HOUSE

Gabriel House Supportive Housing Program provides supportive housing to homeless or at-risk of homelessness, single adults diagnosed with HIV/AIDS, serious mental illness (SMI) or who are diagnosed as mentally ill and chemically addicted (MICA) in Central Harlem.

Essential Duties and Responsibilities: The person filling this position is expected to (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

SECURITY GUARD I, HARLEM HOUSING SUPPORTIVE HOUSING PROGRAM

Harlem Housing Supportive Housing Program provides supportive housing to homeless or at-risk of homelessness, single adults diagnosed with HIV/AIDS, serious mental illness (SMI) or who are diagnosed as mentally ill and chemically addicted (MICA) in East Harlem.

Essential Duties and Responsibilities: The person filling this position is expected to (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

SECURITY GUARD I, HIGHBRIDGE OVERLOOK SUPPORTIVE HOUSING PROGRAM

Highbridge Overlook provides housing for chronically homeless single adults who are diagnosed with SPMI (seriously and persistently mentally ill) or MICA (mentally ill and chemically addicted) in the Highbridge section of The Bronx.

Essential Duties and Responsibilities: The person filling this position is expected to (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

CAMBA Career Opportunities

SECURITY GUARD I, KING GARDENS

King Gardens provides housing for chronically homeless single seniors who are diagnosed as SPMI (seriously and persistently mentally ill) or MICA (mentally ill and chemically addicted) in Brownsville, Brooklyn.

Essential Duties and Responsibilities: The person filling this position is expected to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

SECURITY GUARD I, LEGACY HOUSE

Legacy House provides housing for formerly homeless people living with HIV/AIDS in East Harlem.

Essential Duties and Responsibilities: The person filling this position is expected to (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

SECURITY GUARD I, LIVONIA COMMONS

Livonia Commons is a supportive/affordable housing development in East New York, Brooklyn for low-income working families and formerly homeless individuals.

Essential Duties and Responsibilities: The person filling this position is expected to (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

SECURITY GUARD I, MAGNOLIA HOUSE WOMEN'S SHELTER

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 single women at any given time. The majority of these clients are diagnosed with mental illness, some dually with chemical addictions as well.

The person filling this position is expected, under close supervision, to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and, (5) provide directions to visitors when requested; etc.

The minimum qualification for this position is a High school diploma or G.E.D; must have and maintain NYS Security License.

CAMBA Career Opportunities

SECURITY GUARD I, PARK SLOPE WOMEN'S SHELTER

The **Park Slope Shelter for Women** located at the Park Slope Armory in Brooklyn serves 100 MICA women. The person filling this position is expected, under close supervision, to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D.

OTHER REQUIREMENTS:

Must have 8 hour Pre-Assignment security guard training course certificate.

Must have 16 hour On-the-Job security guard training course certificate or obtain within 90 days of employment. Must complete 8 Hour Annual In-Service Course each calendar year.

Must have and maintain a NYS Security Guard license.

Must obtain NYS Security Guard registration, and must maintain registration during employment.

Must obtain Fire Guard certification and maintain it throughout employment.

May be required to become First Aid/CPR certified.

May be required to become certified in overdose prevention.

May be required to obtain F-80 Fire Safety Coordinator certification.

Bi-lingual preferred.

SECURITY GUARD I, PUTNAM COURT

Putnam Court provides housing for chronically homeless single adults who are diagnosed as SPMI (seriously and persistently mentally ill) or MICA (mentally ill and chemically addicted) in Clinton Hill, Brooklyn. **Essential Duties and Responsibilities:** The person filling this position is expected to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

SECURITY GUARD I, RUGGED CROSS

Rugged Cross is a 50 unit supportive housing building located in the Bedford-Stuyvesant section of Brooklyn. **Essential Duties and Responsibilities:** The person filling this position is expected to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

CAMBA Career Opportunities

SECURITY GUARD I, THE LANDING

CAMBA's The Landing Family Shelter is funded by New York City Department of Homeless Services and offers families a supportive, structured therapeutic, safe, and drug-free facility. It provides comprehensive case management services to 169 families who are in a transitional residence program for homeless families. The three story facility has rooms of various sizes, common areas and provides on-site security and social services. The person filling this position is expected, under close supervision, to: (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and clients; and (5) provide directions to visitors when requested.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D.

OTHER REQUIREMENTS: Must have 8 hour Pre-Assignment security guard training course certificate.

Must have 16 hour On-the-Job security guard training course certificate or obtain within 90 days of employment. Must complete 8 Hour Annual In-Service Course each calendar year.

Must have and maintain a NYS Security Guard license.

Must obtain NYS Security Guard registration, and must maintain registration during employment.

Must obtain Fire Guard certification and maintain it throughout employment.

May be required to become First Aid/CPR certified.

May be required to become certified in overdose prevention.

May be required to obtain F-80 Fire Safety Coordinator certification.

Must obtain and maintain, throughout the duration of employment, State Central Registry (SCR) clearance.

This position is in Queens.

SECURITY GUARD I, ANNA GONZALEZ APARTMENTS

Anna Gonzalez Apartments provides affordable housing for persons with low income and/or with special needs in Bushwick, Brooklyn.

Essential Duties and Responsibilities: The person filling this position is expected to (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

SECURITY GUARD I, MORRIS MANOR APARTMENTS

Morris Manor Apartments provides affordable housing for persons with low income and/or with special needs living in Flatbush, Brooklyn.

Essential Duties and Responsibilities: The person filling this position is expected to (1) maintain access control and traffic inside facilities to maintain order and security of people and property; (2) detect and/or prevent fires, vandalism, theft, or infractions of the rules; (3) maintain assigned posts throughout the facility until properly relieved; (4) protect employees, visitors and tenants; and, (5) provide directions to visitors when requested; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: High school diploma or G.E.D and/or equivalent experience; must have and maintain NYS Security License.

CAMBA Career Opportunities

SUPERVISOR I, FLAGSTONE FAMILY CENTER

PART TIME

The Flagstone Family Center provides comprehensive case management services for homeless families. **Essential Duties and Responsibilities:** The person filling this position is expected to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree and 2 years experience, or Bachelor's degree and/or equivalent experience.

SUPERVISOR I, MAGNOLIA HOUSE WOMEN'S SHELTER

PART TIME

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 single women at any given time. The majority of these clients are diagnosed with mental illness, some dually with chemical addictions.

Essential Duties and Responsibilities: The person filling this position is expected to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis, access client data using DHS' CARES database as needed; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED:

HS Diploma or GED and 3 years applicable experience, or Associate's degree and 2 years' experience, or Bachelor's degree and/or equivalent experience.

TUTOR, CAMBA 21C AT SCHOOL FOR DEMOCRACY AND LEADERSHIP

CAMBA 21c will serve about 25 10th-12th graders at School for Democracy and Leadership(SDL) during the school year. The program will target students who are over age and under-credited. The program will run 3 days/week for 2 hours/day on Mondays 1:30-3:30 and Tuesdays and Wednesdays from 2:30-4:30. The program will feature homework help and academic support.

The person filling this position is expected, under close supervision, to provide small group academic assistance to high school students in at least one of the following subjects:

- Math
- Humanities (Social Studies)
- English
- Science

The minimum qualification for this position is Bachelor's degree (as required by funder).

OTHER REQUIREMENTS:

Must obtain Dept. of Education fingerprint clearance.

Ability to maintain fingerprint clearance throughout the duration of employment.

Ability and willingness to participate in field trips, requiring dealing with outdoor weather conditions during working hours.

Ability to adapt to the culture and environment of a public school.

Experience working with students in urban school and/or community settings.

CAMBA Career Opportunities

VIOLENCE INTERRUPTER, CAMBA'S CURE VIOLENCE PROGRAM

CAMBA's Cure Violence Program works with 16 – 24 year old at risk youths who are or may have potentially been involved in street violence, community residents, businesses and community-based organizations to implement Cure Violence: The Campaign to Stop the Shooting. Cure Violence is a public health strategy to reduce and prevent shootings and killings. This program will focus on a defined area identified as a "hot spot" in Brownsville, Brooklyn for shooting violence within the 73rd Precinct. The program works to prevent gun violence by: 1) mediating conflicts that may end in gun violence, 2) changing the thinking of individuals who are most at risk of being victims or perpetrators of violence, and 3) working closely with a broad coalition of local partners to promote a visible community-wide message that shooting is unacceptable behavior.

The person filling this position is expected, under close supervision, to: (1) assist program by being a client liaison with community members in the target area, providing violence mediation services (2) assist program in attaining their goals by identifying and locating community resources for clients and by making referrals to appropriate services both within and outside CAMBA.

The minimum qualification for this position is high school diploma or G.E.D. and/or equivalent experience.

Other requirements:

- Equally at home conversing with gang members, community activists, law enforcement personnel, and public officials.
- Subject to a criminal background check and random drug testing.
- No pending criminal cases or prior convictions for sexual assault, child abuse or domestic violence or history thereof.
- Strong knowledge of the Brownsville community.
- Familiarity with Brownsville 73rd Police Precinct community challenges of teens and young adults there; strongly preferred.
- Ability to work a flexible schedule including morning, evening and weekends as needed.
- Must have understanding of, sensitivity and commitment to working with families of youth that have experienced gun related trauma.
- Client Advocates should be prepared for various outdoor weather conditions during their regular workday.

YOUNG ADULT CAREER ADVISOR, NEIGHBORHOOD DEVELOPMENT AREA 3 BROOKLYN ACADEMY

The **Neighborhood Development Area (NDA) 3** Program will provide 46 High School aged students who reside in NDA area 3 and who have barriers to academic improvement and or finding gainful employment. CAMBA will conduct the following: academic enrichment, job readiness skills as well as career exploration. We will deliver our services using a primary person mode in which each student has an ongoing relationship with the CAMBA career advocate throughout their involvement in the program.

Essential Duties and Responsibilities: The person filling this position is expected, under general supervision, to: (1) serve as young adult students' primary motivator and coordinator of program services; and (2) assist "at-risk" young adult students in eliminating barriers to education/employment.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Bachelor's degree (e. g., B.A., B.S.W.) in social work or a related field and/or equivalent experience.

OTHER REQUIREMENTS: Must obtain Dept. of Education fingerprint clearance. Ability to maintain fingerprint clearance throughout the duration of employment. Ability to adapt to the culture and environment of a public school. The hours of this position are Monday-Friday 11:30 to 4:30

CAMBA Career Opportunities

YOUTH FACILITATOR I, BEACON 269

Beacon Community Center: CAMBA administers a school based Beacon community center at P.S. 269 in East Flatbush. The Beacon Center is run in partnership with other community organizations to provide education, recreation, cultural activities, health information and screenings, youth leadership and social services to the school's students, their families, and other neighborhood residents. Activities and services are available after school, evenings and on weekends, and reach more than 4,000 people per year. The person filling this position is expected, under general supervision, to: (1) research and develop instructional materials and lesson plans; and, (2) provide group and/or individual assistance to "at-risk" children and/or youth in academic and/or nonacademic subjects.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Current undergraduate student or Bachelor's degree (B. A.) and/or equivalent experience.

OTHER REQUIREMENTS: Knowledge of, and experience in, specialized area to be taught (e.g., creative/performing arts, martial arts, computers, etc.).
Must obtain Dept. of Health, Dept. of Education fingerprint clearance; doctor's note certifying good health; proof of negative results from TB test; Staff Exclusion List (SEL) clearance and State Central Registry (SCR) clearance. Ability to maintain State Central Registry (SCR) clearance and fingerprint clearance throughout the duration of employment.
Ability to adapt to the culture and environment of a public school.
Ability and willingness to participate in field trips, requiring dealing with outdoor weather conditions during working hours.

YOUTH FACILITATOR I, CAMBA BEACON 166 and 271 PROGRAMS

Beacon Community Centers: CAMBA administers school based Beacon community centers at I.S. 271 in Ocean Hill-Brownsville and at I.S. 166 in East New York. All Beacon Centers are run in partnership with other community organizations to provide education, recreation, cultural activities, health information and screenings, youth leadership and social services to the school's students, their families, and other neighborhood residents.

The person filling this position is expected, under general supervision, to: (1) research and develop instructional materials and lesson plans; and (2) provide group and/or individual assistance to "at-risk" children and/or youth in academic and/or non-academic subjects.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Current undergraduate student or BA and/or equivalent experience.

OTHER REQUIREMENTS: Must obtain Dept. of Health, Dept. of Education fingerprint clearance; doctor's note certifying good health; proof of negative results from TB test; Staff Exclusion List (SEL) clearance and State Central Registry (SCR) clearance.
Ability to maintain State Central Registry (SCR) clearance and fingerprint clearance throughout the duration of employment. Ability to adapt to the culture and environment of a public school
Ability and willingness to participate in field trips, requiring dealing with outdoor weather conditions during working hours.

CAMBA Career Opportunities

YOUTH FACILITATOR I, CAMBA CORNERSTONE PROGRAMS

CAMBA's Cornerstone Program: CAMBA administers services at the Boulevard Community Center, the Penn-Wortman Community Center and the Brevoort Cornerstone in Brooklyn. All Cornerstone programs are run in partnership with other community organizations to provide education, recreation, cultural activities, health information and screenings, youth leadership and social services to the neighborhood's students, their families, and other residents. Activities and services are available after school, evenings and on weekends.

The person filling this position is expected, under general supervision, to: (1) research and develop instructional materials and lesson plans; and (2) provide group and/or individual assistance to "at-risk" children and/or youth in academic and/or non-academic subjects.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Current undergraduate student or BA and/or equivalent experience.

OTHER REQUIREMENTS: Must obtain Dept. of Health fingerprinting; doctor's note certifying good health; proof of negative results from TB test; and State Central Registry (SCR) clearance. Ability to maintain State Central Registry (SCR) clearance and fingerprint clearance throughout the duration of employment.

YOUTH FACILITATOR II - KARATE INSTRUCTOR, CAMBA'S CORNERSTONE AT BOULEVARD COMMUNITY CENTER

CAMBA's Cornerstone Program: CAMBA administers services at the Boulevard Community Center and the Penn-Wortman Community Center in the East New York neighborhood of Brooklyn. All Cornerstone programs are run in partnership with other community organizations to provide education, recreation, cultural activities, health information and screenings, youth leadership and social services to the neighborhood's students, their families, and other residents. Activities and services are available after school, evenings and on weekends.

Essential Duties and Responsibilities: The person filling this position is expected, under general supervision, to: (1) research and develop instructional materials and lesson plans; and, (2) provide group and/or individual assistance to "at-risk" children and/or youth in academic and/or nonacademic subjects.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: Proven three years of professional experience/specialization.

OTHER REQUIREMENTS: Ability and willingness to participate in field trips, requiring dealing with outdoor weather conditions during working hours. Must obtain Dept. of Health fingerprinting; doctor's note certifying good health; proof of negative results from TB test; and State Central Registry (SCR) clearance. Ability to maintain State Central Registry (SCR) clearance and fingerprint clearance throughout the duration of employment.

CAMBA Career Opportunities

Per Diem

SUPERVISOR I, ATLANTIC HOUSE MEN'S SHELTER

PER DIEM (ON CALL)

CAMBA's Atlantic House Men's Shelter located in the Brownsville section of Brooklyn serves 200 single men at any given time. The majority of these clients are dually diagnosed with mental illness and substance abuse.

The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

The minimum qualification for this position is HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

Shifts for the Supervisor I (Per Diem) are 8am-4pm, 4pm-12am and 12am-8am.

SUPERVISOR I, BROADWAY HOUSE WOMEN'S SHELTER

PER DIEM (ON CALL)

The **Broadway House Women's Shelter** located in the Bushwick section of Brooklyn serves 165 women, approximately 37 of whom are MICA. **Essential Duties and Responsibilities:** The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all facility/operations-related staff and services on a day-to-day basis, in order to ensure that all client goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years applicable experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

OTHER REQUIREMENTS:

Must obtain and maintain First Aid/CPR certification.
Must obtain and maintain certification in overdose prevention.
Must obtain and maintain F-80 Fire Safety Coordinator certification
Must obtain and maintain CPI (Crisis Prevention) certified
Bi-lingual preferred.

SUPERVISOR I, FLAGSTONE FAMILY CENTER

PER DIEM (ON CALL)

The Flagstone Family Center provides comprehensive case management services for homeless families. **Essential Duties and Responsibilities:** The person filling this position is expected to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree and 2 years experience, or Bachelor's degree and/or equivalent experience.

CAMBA Career Opportunities

SUPERVISOR I, MAGNOLIA HOUSE WOMEN'S SHELTER PER DIEM (ON CALL)

CAMBA's Magnolia House located in the Brownsville section of Brooklyn serves 200 single women at any given time. The majority of these clients are diagnosed with mental illness, some dually with chemical addictions. **Essential Duties and Responsibilities:** The person filling this position is expected to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis, access client data using DHS' CARES database as needed; etc.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree and 2 years' experience, or Bachelor's degree and/or equivalent experience.

SUPERVISOR I, OPPORTUNITY HOUSE MEN'S SHELTER PER DIEM (ON CALL)

CAMBA's Opportunity House (COH) is a 62 bed men's general population shelter funded by New York City Department of Homeless Services located in downtown Brooklyn. COH offers clients a supportive, structured therapeutic, safe, and drug-free facility. The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis; conduct supplemental screening for curfew violators of 30 days or more; etc.

The minimum qualification for this position is a HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

SUPERVISOR I, PARK SLOPE WOMEN'S SHELTER PER DIEM (ON CALL)

The Park Slope Shelter for Women serves 100 MICA (mentally ill chemical abusing) women at the Park Slope Armory in Brooklyn. The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis. The minimum qualification for this position is HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

SUPERVISOR I, THE GATHERING PLACE DROP-IN CENTER PER DIEM (ON CALL)

The Gathering Place is a Drop-In Center in Brooklyn serving 75 homeless men and women 18 years and older. The Center is open from 6am to 8:30pm / 7-days-a-week and provides a safe, sanitary, and stable alternative to the street. The Center uses an individualized and flexible approach to serve the hard-to-reach homeless population. Center services include: two nutritious meals a day; shower and laundry facilities; access to clothing, mail and telephone services; recreational activities; intensive case management services; benefits/entitlements assistance; and, comprehensive medical and mental healthcare services, substance abuse counseling and treatment referral services. The Center's goal is to re-connect clients to treatment services and assist in their transition to temporary shelter and/or permanent housing. The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis, etc.

The minimum qualification for this position is a HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years' experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

CAMBA Career Opportunities

SUPERVISOR I, THE LANDING

PER DIEM (ON CALL)

CAMBA's The Landing Family Shelter is funded by New York City Department of Homeless Services and offers families a supportive, structured therapeutic, safe, and drug-free facility. It provides comprehensive case management services to 169 families who are in a transitional residence program for homeless families. The three story facility has rooms of various sizes, common areas and provides on-site security and social services.

The person filling this position is expected, under general supervision, to ensure the smooth running and supervision of all residence-related staff and services on a day-to-day basis, in order to ensure that all residence goals, targets, and performance outcomes are met on a daily/weekly/monthly basis.

MINIMUM EDUCATION/EXPERIENCE REQUIRED: HS Diploma or GED and 3 years applicable experience, or Associate's degree (A.A.) and 2 years experience, or Bachelor's degree (B.A., B.S.W.) and/or equivalent experience.

OTHER REQUIREMENTS:

Must obtain and maintain, throughout the duration of employment, State Central Registry (SCR) clearance. This position is in Queens.

Internship

STUDENT INTERN, CONDOM DISTRIBUTION PROGRAM

CAMBA is currently seeking interns for a Condom Distribution program in Central and parts of Northern and Southern Brooklyn.

Responsibilities:

1. Mapping the community to identify areas with the greatest potential and need for condom distribution.
2. Recruiting non-traditional venues, such as local businesses, SROs, and places of worship into the Condom Distribution Network.
3. Conducting street outreach to promote condom use in the community.
4. Attendance at relevant trainings and meetings.

Requirements:

1. Knowledge or a desire to learn about HIV/AIDS.
2. Ability to work in a diverse community setting.
3. Commitment of 6-8 hours per week for at least one semester.

Students will be supervised by an MPH program staff.

For more information, please contact (718) 675-3372 and ask for either: Leonardo Cambar, Program Supervisor, ext. 52002 leonardoc@camba.org or Lisa Koffler, Program Manager, ext. 52004 , elisek@camba.org.

CAMBA Career Opportunities

STUDENT INTERN, PROJECT ALY

CAMBA is currently seeking an intern for an exciting new HIV prevention program promoting parental and familial acceptance of LGBT youth in Brooklyn.

Responsibilities:

- Networking with agencies that provide services to LGBT youth and their parents
- Helping to conduct and transcribe interviews for formative project evaluation
- Helping to coordinate focus groups
- Developing social media presence to promote project
- Giving feedback on the development of a social marketing campaign
- Attendance at relevant trainings and meetings

Requirements:

- Knowledge of issues affecting LGBT youth of color in Brooklyn
- Ability to work in a diverse community setting
- Commitment of 6-8 hours per week

Students seeking internship will be supervised by MPH program staff.

For more information, please contact Thanecha Senat, Project Manager, (718) 675-3372, ext. 52001, ThanechaS@camba.org

VOLUNTEER, RAPE CRISIS SERVICES

CAMBA's Rape Crisis Services in Brooklyn, New York is seeking individuals with experience providing crisis counseling to victims of sexual assault.

Interested candidates must be at least 18 years old and available to volunteer one evening shift a week or one day on weekends; travel is not required.

Volunteers that received training and already certified will qualify for certification with CAMBA with the NYS Department of Health.

Volunteers that are scheduled will receive calls via our hotline answering service. For more information, please contact Rick Rodriguez at ext. 40338 (rickr@camba.org).

VOLUNTEER, THE RESPITE BED PROGRAM

This commitment is for 7pm-7am 1-4 nights per month.

The CAMBA Respite Bed Program provides a network of overnight bed capacity to CAMBA's Gathering Place, Brooklyn's only Drop-In Center, whose clients are receiving case management, concrete and housing placement services.

The person filling this position is expected, to arrive and set-up according to shelter schedule; ensure that guests wake-up, are served dinner and breakfast (where appropriate), clean-up, and get on the bus on time; provide clients with personal care items; close site according to shelter guidelines; communicate to shelter Coordinator and/or CAMBA staff any questions or concerns; schedule shifts with shelter Coordinator; and maintain client confidentiality and privacy.