



Spokane Anchor Community Initiative Coordinator

Overview:

Key community stakeholders are coming together in Spokane County to respond to the crisis of youth and young adult homelessness. With the selection of Spokane County as a participant in A Way Home Washington's (AWHWA) Anchor Community Initiative (ACI), we have the opportunity to accelerate local plans and aspirations to develop a more effective, collective community response to this challenge. The Initiative will engage local youth, providers, education, government, business, and philanthropy partners to develop and implement a systemic community approach that will reduce youth homelessness to "functional zero," with resources sufficient to say "yes" when a homeless youth requests services. The Spokane Anchor Community Initiative Coordinator will manage Spokane's efforts under A Way Home Washington's Anchor Community Initiative and ensure that solutions are locally responsive and sustainable. Essential functions of this position are:

ACI Coordination:

Enable local stakeholders to effectively leverage coaching and technical assistance provided by AWHWA and Community Solutions.

- Serve as the liaison/key point-of-contact with the AWHWA team to ensure that their project management support is effectively utilized and that Spokane's system is developed in alignment with statewide ACI goals and strategies. This includes:
 - Regular check-ins with the Lead Coach, the Anchor Community Core Team Lead and the AWHWA team;
 - Coordination with the Lead Coach to plan, facilitate and document results of local stakeholder meetings (e.g. Core Team, Community Team);
 - Tracking progress of Spokane's work plan through proven project management practices;
 - Participation in statewide collaboration efforts of the ACI.
- Support AWHWA's statewide communications campaign as needed

Local Planning & Collaboration:

Build on and accelerate planning and progress achieved to date by local stakeholders.

- Ensure that the local Initiative is managed in collaboration with the Continuum of Care Board of Directors and its Homeless Youth Subcommittee (which also functions as the Anchor Community Team).
- Promote and facilitate participation of a broad range of community partners, funders, and service providers to generate public support for the Initiative.
- Work with stakeholders to establish goals, collaborative action plans, data collection strategies, timelines, and indicators of success.
- Establish and support equity as a core value of the Initiative.
- Ensure that young people with lived experience are effectively engaged in developing solutions

Data & Evaluation:

Support the establishment of a quality by-name list of all youth experiencing homelessness within Spokane County

- Help communities use their data to develop, test, implement, and spread changes to reduce the number of YYA experiencing homelessness
- Submit monthly data for ACI dashboards and coordinate responses to other surveys and requests
- Work with City staff, homeless youth providers, and other stakeholders to establish intersystem protocols and local data infrastructure to ensure the community's youth by-name list:
 - represents full geographic coverage of Spokane County through coordination of street outreach and other youth system access points;
 - formalizes relationships between the homeless system and other key systems such as child welfare, public schools, and juvenile justice; and
 - has adequate policies, procedures, and data reporting capabilities to ensure that information about youth experiencing homelessness is reliable, up-to-date, and actionable.

Local governance and accountabilities:

- The position will be employed by Spokane County United Way, the fiscal sponsor for the Initiative.
- City of Spokane will host the position within Community, Housing, and Human Services Department and provide supervision and technical assistance, including HMIS resources, to support the development and implementation of plans to address youth homelessness.
- Position will work closely with the Continuum of Care Board and its administrative staffing, so that strategies for securing and deploying public and private resources towards the goals are coordinated.

Qualifications

- Familiarity with local issues related to youth and young adult homelessness, and/or knowledge of youth-serving systems and homelessness in general
- Demonstrated ability to organize, set priorities, monitor progress towards goals, and track details
- Demonstrated ability working with and bringing together diverse communities and commitment to supporting inclusion, both internally and across our efforts to serve all youth and young adults experiencing homelessness in Washington state

Education/Experience:

- Bachelor's Degree in social work, public policy, community development, marketing or other relevant field, or significant, relevant work/life experience
- Experience developing community partnerships and collaboratives
- Project management and program planning experience

Additional Desirable Qualifications:

- Experience working successfully with housing providers, service organizations and community partners on youth-related issues
- Strong connections and relationships in the Spokane community

- Working knowledge of applicable state and federal laws and programs that directly impact youth experiencing homelessness (e.g. rights of minors, health care, housing, employment, education, licensing, and child welfare)
- Experience with data sharing agreements and general knowledge of FERPA, HIPAA and/or other laws governing data and confidentiality.
- Experience working with homeless and/or at-risk youth

Skills/Abilities:

- Demonstrated leadership skills
- Excellent interpersonal skills with ability to work effectively one-on-one with a broad range of individuals as well as part of a team, providing technical support and assistance as needed over the phone and via email
- Strong project management skills
- Works independently, as well as collaboratively
- Excellent public speaking skills
- Ability to run reports and provide analysis of information
- Excellent written and verbal communication skills
- Comfortable presenting to wide range of audiences in small group settings and community forums to advocate for policy or program initiatives
- Strong attention to detail
- Ability to handle confidential, proprietary and sensitive information requiring judgment and discretion
- Ability to be focused and detailed, meet deadlines and juggle multiple tasks, be organized and effective, self-directed while maintaining priorities

Hours and Travel: This is a Full Time Exempt (40 hours per week) position with benefits. Work hours and days are typically Monday through Friday, 8:00 a.m. to 5 p.m. This position requires flexibility to work evening and weekend hours as needed for meetings and special events.

To Apply:

Submit cover letter and resume to <https://www.unitedwayspokane.org/employmentapplication>

Deadline for receipt of applications is 8/15/19

Spokane County United Way is an Equal Opportunity Employer.