



Blanchet House of Hospitality

Serving our housing & food insecure communities

Job Description: Blanchet Farm Case Manager

Starting Salary \$22.00/hour or higher, d.o.e.

Non-exempt, overtime eligible

Requires on-site work at Blanchet Farm; remote work not available

BLANCHET HOUSE IS:

Founded in 1952, Blanchet House of Hospitality is a nonprofit social service agency whose mission is to feed, shelter, and aid those in need of compassionate, supportive restoration. In addition to serving three meals per day, six days a week at our Old Town, Portland location, Blanchet House shelters and assists homeless men in their transformation to self-sufficiency. We also operate Blanchet Farm, a 62-acre working farm in Yamhill County where men participate in 12-step/peer support recovery. Blanchet House takes pride in providing a safe, healthy, and respectful environment for all in our community.

OUR VALUES:

Hospitality We welcome everyone into our home with kindness and compassion.

Dignity We respect the inherent value of everyone inside and outside our organization.

Hope We foster optimism and the belief that good things can happen when we work together.

Integrity We are honest, reliable, and trustworthy.

Community We build relationships and strive toward common goals.

Authenticity We honor everyone's right to be their unique self.

ABOUT THE ROLE:

Blanchet Farm provides a long-term transitional residential program for homeless men challenged by addiction. Blanchet Farm is an alcohol and drug free environment where program residents enjoy a peer supported community and the opportunity to restore their wellbeing working with therapeutic animals in a peaceful and beautiful rural location. Blanchet Farm residents spend three months working on farm projects and taking care of animals and livestock. Residents then work jobs outside the farm for an additional five to six months, saving money and progressing toward stable employment and housing. The Blanchet Farm Case Manager supports the healthy and positive experiences of program residents. They evaluate the needs of residents, identify the services needed, collaborate with residents to create their Growth & Recovery Plan, and support the resident's progress by monitoring and evaluating the plan and serving as an advocate when necessary.

OUR PROFESSIONAL COMMUNITY:

Blanchet House staff members recognize that participating in a professional community and contributing to the organization's wellbeing are important elements of their relationship to Blanchet House. Staff members take active roles in Blanchet House's professional and programmatic culture in a



variety of ways in addition to their essential responsibilities. They advance the Blanchet House Mission, our core values, and our commitment to be a house of hospitality.

Blanchet House staff members represent Blanchet House with distinction, acting with the highest degree of professionalism and integrity. They value compassion and respect for the dignity of others in their work; and they promote the safe, healthy, and friendly experiences of all Blanchet House community members. They respect and maintain appropriate personal and professional boundaries.

Blanchet House staff members develop and promote professional, collaborative, and collegial relationships to the benefit of one another, our organization, and the communities we serve. Staff members exhibit a growth mindset about best practices and work toward professional goals and growth. This requires interacting effectively with people from different cultures and with different perspectives and experiences. They learn from and build on diverse cultural and community perspectives and experiences. They are open to learning how unconscious bias may affect how we interact with individuals representing a variety of cultural, ethnic, language and life experiences.

YOUR STRENGTHS:

- Able to work with, direct, and serve others experiencing complex issues with compassion and respect for their inherent dignity.
- Able to work effectively in a trauma-informed environment and with individuals in a recovery and self-improvement program.
- Cultural competence, to understand and value clients' unique perspectives, experiences, and histories.
- Exceptional listening skills, to understand what clients need and develop an effective plan.
- Flexible and collaborative with an ability reach consensus and respect differing points of view.
- Able to exercise sound independent judgment and initiate/complete tasks with minimal supervision.
- Organization and time management, to prioritize and work on multiple projects to completion.
- Able to solve problems and navigate challenges successfully.
- Exceptional written and verbal communication skills, to present a care plan to clients so they understand fully and to advocate for clients with community partners and services.
- Excellent attention to detail and the need for precision and diligence in your work.
- Strong sense of responsibility, commitment, and follow through. You are reliable.
- Excellent interpersonal skills including exhibiting a positive, supportive, and friendly attitude.
- Capable of keeping sensitive, personal, and confidential information private.
- Willing to learn new things and keep an open mind.

THE POSITION

DAY-TO-DAY:

- Join with Blanchet Farm staff to promote a safe, healthy, and positive culture and community.
- Collaborate with Blanchet Farm staff on admissions and exit decisions; conduct phone screens and intakes; and support resident exits and transitions.



- Partner with and guide Blanchet Farm residents to create their Growth & Recovery Plans.
- Provide individualized case management for Blanchet Farm residents, including:
 - Crisis intervention services.
 - Supporting residents in their goals for self-sufficiency and growth as stated in their Growth & Recovery Plans (i.e., budgeting, financial empowerment, career and employment, physical and mental health, parenting education, etc.).
 - Assistance with pending civil or criminal matters.
 - Accompaniment to appointments or meetings with a variety of service providers, providing transportation to residents in personal or Blanchet Farm vehicle if needed.
 - Assisting with referrals, system navigation, and resource gathering, serving as an advocate for residents' needs.
- Assist resident access to viable and stable housing and employment, training, or education opportunities to promote successful transitions from the program.
- Create and lead projects and activities for Blanchet Farm residents that are engaging, foster positive experiences, and promote healthy growth.
- Promote a sober, drug & alcohol free environment including assisting with urinalysis and breathalyzer screenings.
- Maintain resident/client files including progress notes and other records.
- Meet weekly or as needed with clients along with other referral sources when applicable.

BIG PICTURE OPERATIONS:

- Build relationships and rapport with Blanchet Farm residents and foster community building.
- Work to establish effective, positive, and ongoing relationships with community partners and resource providers.
- Represent Blanchet Farm at community meetings, speaking engagements and educational trainings as requested.
- Participate in staff and committee meetings, Blanchet House's culture and community, and the day-to-day services of the organization.
- Help to maintain Blanchet House/Blanchet Farm policies, procedures, and expectations.
- Support in-kind donations and other support for Blanchet Farm by developing and nurturing relationships in the community.

QUALIFICATIONS:

- High School Diploma or equivalent; post-secondary degree a plus.
- Oregon Health Authority (OHA) Peer Support Specialist (PSS) certification, MHACBO Certified Recovery Mentor (CRM) or CADC certification, or LCSW preferred.
- In-depth knowledge of chemical dependency, addictions, and mental health issues.
- Demonstrated success working with individuals in recovery or experiencing trauma and mental health issues.
- In-depth knowledge of housing and employment resources, mental health and addiction resources, and other social service/health care resources; working knowledge of and experience with resources in Yamhill County preferred.



- In-depth understanding of root causes of homelessness and effective strategies for supporting persons with lived experience of homelessness or incarceration.
- Able to successfully use Microsoft Office programs such as Outlook, Teams, Excel, and Word; experience with virtual meeting platforms.
- Possess a valid Oregon or Washington driver's license.

OUR BENEFITS:

Eligible benefits include: health/dental/vision coverage for the employee; Simple IRA program with employer match; free meals at Blanchet Farm; cell phone stipend; a work anniversary bonus; and generous Paid Time Off and paid holiday calendar.

OUR ENVIRONMENT:

As a human services agency, Blanchet House & Farm provides essential services in response to the COVID-19 crisis in our community. Employees are expected to follow the organization's COVID-19 protocols and to take all necessary, mandated, and recommended precautions to keep themselves and others in our community safe and healthy. Because our clients often suffer from serious chronic health conditions, COVID-19 vaccinations are required.

Many Blanchet House clients experience physical and/or mental health disabilities, mental health and/or addiction crisis, and trauma. Employees must be able to work in this environment safely and successfully and with marginalized, vulnerable community members.

Blanchet Farm is a working farm with animals, beehives, and rough, natural terrain. Blanchet Farm employees must be comfortable working around animals, including pigs, goats, chickens, and dogs (that are not leashed or crated).

PHYSICAL DEMANDS:

Physical requirements are consistent with physical duties required of general office work but also of working in a rural environment, including walking over rough, unimproved ground; the lifting and transport of materials weighing up to 50 pounds; stooping, bending, kneeling, and other physical activity associated with general gardening and other light-farm activities.

Background check, drug screen, and proof of authorization to work in the U.S. required prior to hire.

Interested applicants should send a cover letter and resume to careers@blanchethouse.org. No phone calls please.

Blanchet House of Hospitality is an equal opportunity employer. We will extend equal opportunity to all individuals without regard to race, religion, color, sex, pregnancy), national origin, disability, age, gender identification, sexual orientation, genetic information, or any other status protected under applicable federal, state, or local law. Our policy reflects and affirms Blanchet House of Hospitality's commitment to the principles of fair employment and the elimination of all discriminatory practices.