

Position Announcement



PathStone is seeking a **Resident Service Coordinator** to provide residents with supportive services in Rochester, New York.

who

us

PathStone is a nonprofit organization based in Rochester, NY with a mission of building family and individual self-sufficiency by strengthening urban and rural communities. PathStone operates 12 lines of business in the areas of training and employment, health and safety, housing services and community development.

Wilson Commencement Park assist low-income, single-parent families transition to financial independence and personal self-sufficiency.

What sets PathStone apart from the rest?

- PathStone's two distinct lines of business—direct services and community and housing development—are rarely combined within one organization. This means that our staff are exposed to a broad number of programs and a variety of job functions.
- PathStone has a reputation for taking strategic risk. Our belief that “we don't know until we try” is why we have continuously developed innovative programs over the last 40 years.

you

You are looking for a challenge and a chance to change the world for the better. You know that social impact is as important a measure of corporate success as profitability. You want to use your creativity to find quicker, better and more cost-efficient ways to help people. You are ready to try on new hats and find new solutions to old problems. You want to make a difference in the lives of others.

What sets you apart from the rest? Specifically, you have the following skills, experience and/or education:

- Requires at least three to four years of education or training and/or experience in the fields of human services or a related field
- Knowledge of the human service community and resident service issues is also required
- Demonstrated ability to work independently, cooperatively and with people of diverse background

what

This is a full-time position. The Resident Service Coordinator is responsible for building trust and enhancing the communication among residents, responding to service needs, and developing the leadership capabilities of residents in targeted properties. Specifically, this position is responsible for:

- Maintaining resident records
- Establishing regular schedule of resident recreation and education
- Conducting individual interviews and resident meetings
- Developing activities at assigned properties
- Evaluating service needs of residents in targeted sites
- Establishing linkages and serves on coalition to coordinate with other relevant programs and agencies
- Assisting residents in defining personal goals and developing a plan of acting
- Encouraging and supporting development of resident leadership structures

where

This position is located in Rochester, New York.

when

This position is available immediately.

why

PathStone offers a chance for you to improve the world, but we also know that you have bills to pay. We offer a competitive compensation and benefits package, including:

- Salary is based on demonstrated experience and qualifications
- is based on demonstrated experience and qualifications
- Health insurance for eligible employees
- Pension plan for eligible employees with an employer contribution
- Annual cost-of-living adjustment and merit-based pay increases
- Generous vacation and holidays
- Employment at PathStone qualifies for the federal Public Service Student Loan Forgiveness program

how

Please submit your resume to apply@pathstone.org, with “079-22” in the subject line, no later than April 5, 2022

PathStone is an Equal Opportunity Employer. Our TDD number for the deaf and/or hearing impaired is 1-800-545-1833. Any applicant may request assistance in completing the application process by emailing apply@pathstone.org.