

**URBAN JUSTICE CENTER MENTAL HEALTH PROJECT
TEMPORARY HEALTH CARE ADVOCATE POSITION**

The Urban Justice Center Mental Health Project (MHP) seeks a temporary advocate to work with our health care advocacy team.

Who Are We?

The Urban Justice Center Mental Health Project is a team of attorneys, social workers, advocates, and peer specialists dedicated to disrupting and dismantling the cycle of hospitalization, homelessness, and incarceration that traps low-income New Yorkers with serious mental health concerns. We intervene at all parts of this cycle: we work to secure financial and medical benefits to prevent homelessness and hospitalization; we provide peer advocacy and social work support to empower clients in the community; we collaborate on impact litigation; we ensure proper discharge planning occurs prior to release from jail and psychiatric hospitals; we connect people to the appropriate organizations through advice and referrals; and we host community workshops to educate people about their rights and how to advocate for themselves and their peers.

Job Summary & Qualifications

MHP's health care practice assists low-income New Yorkers with mental health concerns to resolve problems with Medicaid and Medicare, navigate health care options, and obtain access to mental health and other health care. The advocate will be responsible for handling a caseload of clients and advocating with managed care plans and government agencies to resolve health care needs. This is a temporary full-time position starting immediately through October 31, 2022, with the possibility of an extension.

Responsibilities include:

- Answering calls from potential clients and conducting intake;
- Providing information about health care coverage and options to callers;
- Advocating on behalf of clients who need access to health care;
- Maintaining client records in physical files and electronic databases;
- Conduct telephone outreach to community organizations; and
- Giving presentations at community events, as needed.

Qualifications include:

- Bachelor's degree;
- Excellent telephone and e-mail communication skills;
- Interest in health care advocacy and/or systems;
- Ability to maintain confidentiality and to work with people living with mental health concerns;
- Meticulous attention to detail and organization;
- Ability to work independently and to manage a high client load;
- Ability to efficiently prioritize tasks, to meet deadlines, and to be flexible;
- Ability to learn and utilize electronic databases to maintain detailed client records;
- Demonstrated commitment to social justice and anti-oppression work;
- Dedication to respecting the choices and autonomy of people with mental health concerns; and
- Proficiency in Spanish or another foreign language is preferred, but not required.

Benefits/Compensation:

Salary is based on qualifications and experience. UJC provides excellent benefits including paid time off and health insurance.

How to Apply:

To apply, please send a cover letter, resume, references, and writing sample to Rachel Gerson at rgerson@urbanjustice.org. Please write "Health Care Advocate" in the email subject line. Applications will be reviewed on a rolling basis. Priority will be given to applications received by October 1, 2021. Due to high volume, we are unable to respond to all applicants and will contact only those candidates selected for further consideration.

The Urban Justice Center is an equal opportunity employer. All qualified applicants will be afforded equal employment opportunities without discrimination because of race, religion/creed, color, national origin, sex, age, disability, sexual orientation, military status, predisposing genetic characteristics, victim of domestic violence status or marital status.