



Job Title: Homelessness Navigator

Organization: United Way Tar River Region

Location: Nash & Edgecombe Counties, NC

Employment Type: Part-Time Contract (grant funded)

Position Overview

United Way Tar River Region is seeking a compassionate, community-minded Homelessness Navigator to support individuals and families experiencing homelessness and strengthen the local network of services. This role blends direct service, community collaboration, and resource development. The Homelessness Navigator will maintain and expand the region's Community Resource Guide, work closely with partner organizations, and help identify new funding and support opportunities to improve outcomes for people and families facing housing instability.

Key Responsibilities

Direct Support & Navigation

- Provide individualized assistance to people experiencing homelessness, including assessment, referrals, and follow-up support.
- Help individuals and families access emergency shelter, transitional housing, healthcare, employment services, and other essential resources.
- Maintain a trauma-informed, person-centered approach in all interactions.

Community Resource Guide Management

- Update, expand, and maintain the United Way Community Resource Guide to ensure accuracy and accessibility.
- Build relationships with service providers to gather updated program information and identify gaps in available resources.
- Promote the guide within the community and educate partners on how to use it effectively.

Community Partnerships & Collaboration

- Work closely with local nonprofits, faith-based organizations, government agencies, and community groups serving individuals experiencing homelessness.

- Participate in community coalitions, task forces, and outreach events to strengthen coordination of services.
- Serve as a connector between agencies to improve communication and reduce duplication of services.

Resource & Funding Development

- Assist in identifying new funding opportunities, grants, and partnerships that support homelessness initiatives.
- Contribute to proposal writing, data collection, and reporting as needed.
- Support United Way's broader community impact strategies related to housing stability and basic needs.

Qualifications

Overall: Educational background that supports working with homeless and unhoused individuals and families

- Experience working with vulnerable populations, preferably in housing, social services, case management, or community outreach.
- Strong knowledge of local resources or willingness to learn quickly.
- Excellent communication, relationship-building, and problem-solving skills.
- Ability to work independently and collaboratively in a fast-paced, community-focused environment.
- Commitment to equity, dignity, and respect for all individuals.
- Valid driver's license and reliable transportation for community outreach.

Preferred Skills

- Familiarity with trauma-informed care, motivational interviewing, or similar approaches.
- Experience with nonprofit organizations or community coalitions.
- Grant writing or resource development experience.

Why Join United Way of the Tar River Region

You'll be part of a mission-driven team working to create lasting change in our community. This role offers the opportunity to make a direct impact on the lives of individuals and families while strengthening the systems that support them. United Way is proud to provide a positive and flexible work environment that supports a diverse and robust community that works to lift quality of life for all.

Send cover letters and resumes to: ginnymohrbutter@unitedwaytrr.org