



## Mission Integration Specialist

Job Location: Goodwill Headquarters - Chattanooga, TN

Position Type: Full-time

Salary Range: \$18.00 - \$22.00 Hourly

Link to apply:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=184943&clientkey=78E0EA77813BA014DFF3C109CEE34F20>

### Who is Goodwill Industries of the Greater Chattanooga Area?

Since 1923, Goodwill Industries of the Greater Chattanooga Area helps people transform potential into opportunity! With 17 store locations and a service territory of 23 counties in two states, our timeless social enterprise is a win, win, win for all.

- Individuals with barriers to employment get help securing meaningful jobs.
- Donors see a social return for their donations - helping people secure work and keeping unwanted items out of landfills.
- Shoppers get great prices on the goods they want, and in the process, give a hand up to people in their community.

***How do we accomplish our mission?*** We provide education and career services as well as on the job training to persons with barriers to employment such as multi-generational poverty, history of incarceration, limited education, and no work experience.

### Why should you join Chattanooga Goodwill?

- Friendly work environment with co-workers who appreciate working with each other.
- Employee discount.
- 401K and Roth retirement plans with matching contribution after eligibility.
- Skills and development opportunities.
- For Full-time employees:
  - **Dental and vision insurance - Company Paid for employee.**

- **Basic life insurance – 1.5 times salary, Company Paid for employee.**
- **Primary Care through TextCare- Company Paid for household.**
- Voluntary Benefits such as Term life Insurance, Disability Insurances, and ID Theft
- Medical Insurance and Health Savings Account
- Generous Paid Time Off (PTO) program; Potential of up to three weeks during the first year

**What will a Mission Integration Specialist do?**

- Through words and actions support Chattanooga Goodwill’s Mission, Vision, and Values; furthermore, actions and decisions will align with organizational guiding principles.
- Maintain high priority of agency, employee, and participant confidentiality.
- **Assessment and Planning:**
  - Conduct comprehensive assessment of employee needs, identifying personal and professional barriers.
  - Develop individualized service plans utilizing S.M.A.R.T. goals and measurable timelines.
  - Continuously monitor and adjust plans to ensure effectiveness and relevance.
- **Support and Advocacy:**
  - Provide one-on-one support to employees, offering guidance and resources to overcome identified barriers.
  - Advocate for employee needs within the organization, ensuring access to necessary resources and support systems.
  - Collaborate with external agencies and community resources to provide additional support services, as needed.
- **Goal Setting and Development:**
  - Assist employees in setting realistic and achievable goals, both personal and professional.

- Develop and facilitate training sessions focused on skill development, career advancement, and personal growth.
- Provide continuous encouragement and motivation to help Goodwill employees achieve their goals.
- **Resource Coordination:**
  - Maintain up-to-date knowledge of available resources, both within Goodwill and the broader community.
  - Coordinate the utilization of internal and external resources to support employee needs.
  - Develop and maintain partnerships with community organizations to enhance resource availability.
- **Documentation and Reporting:**
  - Maintain accurate and confidential records of all case management activities.
  - Prepare regular reports on case management outcomes and progress.
  - Ensure compliance with all organizational policies and procedures, as well as relevant legal and regulatory requirements.
- **Team Collaboration:**
  - Work closely with other community agencies to provide comprehensive support to employees.
  - Participate in regular team meetings and contribute to the continuous improvement of the Mission Integration program.
  - Contribute to a positive and collaborative work environment.
- Needs to be able to work flexible hours to accommodate hours of operation.
- In the performance of your job, you will work from an office and visit multiple store locations to implement and support mission integration services.
- Perform other duties as assigned.

**Key Knowledge and Experience:**

- Associate or bachelor's degree in social work, human services, counseling, or a related field, is preferred **OR** Minimum of 2 years' experience in case management or a related role, preferably within a nonprofit or human services-based organization.
- Excellent assessment and problem-solving skills.
- Strong interpersonal and communication skills, with the ability to build rapport, establish trust, and motivate others.
- Patience, empathy, and a genuine desire to help others succeed in the workplace.
- Proficiency in Microsoft Office Suite and case management software.
- Valid Driver's License and Car Insurance Verification, required.
- Must pass MVR check and maintain a good driving record.
- Commitment to the mission, vision and values of Goodwill Industries of the Greater Chattanooga Area.

**What does it mean to be a member of the Chattanooga Goodwill organization?**

- You'll have the satisfaction of knowing that your work is making a difference in your community. In addition to strengthening our community and families by promoting independence and dignity for the people who need it most, you'll be helping us care for the earth. Last year our Goodwill diverted more than 8 million pounds of material from local landfills through sales and salvage.
- Our vision is a community where every person, regardless of ability, situation, or background, can achieve their greatest potential.
- Revenue from our retail stores help fund our workforce development and community services programs, which means our employees are direct contributors to changing lives!

**How do we do this?**

- We value and respect the inherent dignity and worth of people.
- We value truth, set high standards, and keep our promises.
- Continuous Improvement.
- Teamwork.
- We respect open and honest communication.

- We value a culture of innovation, learning, and development through social enterprise.
- We honor the resources entrusted to us with responsibility and care.

**We invite you to apply to become a part of our friendly, hardworking, and caring group of dedicated employees.**

- We are an equal opportunity employer, and all qualified applicants and internal transfers will receive consideration without regard to race (including hairstyle/texture), color, religion, sex, sexual orientation, gender identity or expression, age, disability, marital status, citizenship, national origin, genetic information, or any other characteristic protected by law.