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| Order No. | 3626949 |
| Agency Name | Waco Habitat for Humanity |
| Job Title | Homeowner Services Manager |
| Job Description (including hours and responsibilities) | Serve as the coordinator of the Waco Habitat for Humanity new home ownership program. Provide case management services for all Waco Habitat families, provide ongoing support to existing homeowners, conduct financial literacy and home buyer education courses, develop and facilitate relationship with local non-profits and businesses to increase qualified applicants to the home ownership program, process all home ownership applications and help guide families through the home ownership process. Full time position with benefits. Some non-traditional hours including weekends required as needed. Bilingual (Spanish) REQUIRED. |
| Job Location | Waco, TX |
| Qualifications | Bachelors or Advanced Degree in Social Work, Businesses, or Human Service Fields At least one year of experience working directly with clients Working knowledge of home ownership including mortgages and financing a plus Bilingual |
| Application Contact Name | Carlos Gutierrez |
| Phone | 254-756-7575 |
| Email | [carlosg@wacohabitat.org](mailto:carlosg@wacohabitat.org) |
| Application will be accepted until (closing date): | Open until filled |