

New Hope Housing Corporation

We are Hiring for the following Positions at our Migrant Shelter

Hope House

2550 East New York Avenue, Brooklyn, NY 11207

Position	Salary
Office Manager	50,000 – 60,000
House Manager	50,000 – 60,000
Administrative Assistant	40,000 - 50,000
Account Clerk	45,000 – 50,000
Recreation Specialist	45,000 – 50,000
Driver	40,000 - 45,000
Hospitality Aide Supervisor	40,000 - 45,000
Hospitality Aide	35,000 - 40,000
Director of Social Services	65,000 - 75,000
Senior Case Worker	50,000 – 60,000
Case Worker	45,000 - 50,000
Employment Specialist	45,000 - 50,000
Housing Specialist	45,000 - 50,000
Family Reunification Specialist	45,000 - 50,000
Intake Worker	40,000 - 45,000
ELS Instructor	40,000 - 50,000

Please submit a resume and indicate what position you are interested in to:
newhopehousingbrooklyn@gmail.com

Hope House #1 Staff Schedule

Staff	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Director	9:00am-5:00pm	9:00am-5:00pm	9:00am-5:00pm	9:00am-5:00pm	9:00am-5:00pm		
Office Manager	9:00am-5:00pm	9:00am-5:00pm	9:00am-5:00pm	9:00am-5:00pm	9:00am-5:00pm		
House Manager #1	8:00am-4:30pm	8:00am-4:30pm	8:00am-4:30pm	8:00am-4:30pm	8:00am-4:30pm		
House Manager #2	4:00pm-12:30am	4:00pm-12:30am	4:00pm-12:30am	4:00pm-12:30am	4:00pm-12:30am		
House Manager #3	12:00am-8:30am	12:00am-8:30am				8:00am-8:30pm	8:00am-8:30pm
House Manager #4				12:00am-8:30am	12:00am-8:30am	8:00pm-8:30am	8:00pm-8:30am
House Manager #5	2:00pm-12:30am	2:00pm-12:30am	10:00pm - 8:30am		2:00pm-12:30am		
Administrative Assistant	10:00am – 6:30pm	10:00am-6:30pm	10:00am-6:30pm	10:00am-6:30pm	10:00am-6:30pm		
Account Clerk	9:00am-5:30pm	9:00am-5:30pm	9:00am-5:30pm	9:00am-5:30pm	9:00am-5:30pm		
Recreation Specialist			12:00pm-8:00pm	12:00pm-8:00pm	12:00pm-8:00pm	2:00pm-10:00pm	2:00pm-10:00pm
ESL Instructor	10:00am-6:00pm	12noon-8pm	10:00am-6:00pm	12noon-8pm	10:00am-6:00pm		
Driver	8:00am-	8:00am-	8:00am-	8:00am-	8:00am-		

	4:30pm	4:30pm	4:30pm	4:30pm	4:30pm		
Hospitality Aide Supervisor #1	6:00am-2:30pm	6:00am-2:30pm	6:00am-2:30pm	6:00am-2:30pm	6:00am-2:30pm		
Hospitality Aide Supervisor #2	2:00pm-10:30pm	2:00pm-10:30pm	2:00pm-10:30pm	2:00pm-10:30pm	2:00pm-10:30pm		
Hospitality Aide #1	6:00am-2:30pm	6:00am-2:30pm	6:00am-2:30pm	6:00am-2:30pm	6:00am-2:30pm		
Hospitality Aide #2				6:00am-2:30pm	6:00am-2:30pm	7:00am-7:00pm	7:00am-7:00pm
Hospitality Aide #3	6:00am-2:30pm	6:00am-2:30pm				7:00am-7:00pm	7:00am-7:00pm
Hospitality Aide #4		6:00am-2:30pm	6:00am-2:30pm			7:00am-7:00pm	7:00am-7:00pm
Hospitality Aide #5	2:00pm-10:30pm	2:00pm-10:30pm	2:00pm-10:30pm	2:00pm-10:30pm	2:00pm-10:30pm		
Hospitality Aide #6	2:00pm-10:30pm	2:00pm-10:30pm	2:00pm-10:30pm	2:00pm-10:30pm	2:00pm-10:30pm		
Resident Aide / Support staff #1	12:00am-8:30am	12:00am-8:30am	12:00am-8:30am	12:00am-8:30am	12:00am-8:30am		
Resident Aide / Support staff #2				12:00am-8:30am	12:00am-8:30am	8:00pm-8:30am	8:00pm-8:30am
Director of Social Service	9:00am-5:00pm	9:00am-5:00pm	9:00am-5:00pm	9:00am-5:00pm	9:00am-5:00pm		
Senior Case Worker		10:00am-6:00pm	10:00am-6:00pm	10:00am-6:00pm	10:00am-6:00pm	10:00am-6:00pm	
Case Worker	9:00am-	9:00am-	9:00am-	9:00am-			9:00am-

	5:00pm	5:00pm	5:00pm	5:00pm			5:00pm
Case Worker	11:00am-7:00pm	11:00am-7:00pm	11:00am-7:00pm	11:00am-7:00pm	11:00am-7:00pm		
Family Reunification Worker	9:00am-5:00pm	11:00am-7:00pm	9:00am-5:00pm	11:00am-7:00pm	9:00am-5:00pm		
Housing Specialist	9:00am-5:00pm	11:00am-7:00pm	9:00am-5:00pm	11:00am-7:00pm	9:00am-5:00pm		
Employment Specialist		9:00am-5:00pm	12:00pm-8:00pm	12:00pm-8:00pm	9:00am-5:00pm	9:00am-5:00pm	
Social Service Administrative Assistance	9:00am-5:30pm	9:00am-5:30pm	9:00am-5:30pm	9:00am-5:30pm	9:00am-5:30pm		
Intake Worker	10:00am-6:30pm	10:00am-6:30:00pm	10:00am-6:30:00pm	10:00am-6:30:00pm	10:00am-6:30:00pm		