



Housing and Credit Counseling, Inc. (HCCI) has an opening for a Housing & Credit Counselor/Educator in our **Lawrence** office. \*Training will take place in our Topeka office for approximately six

months. Responsibilities include one-on-one counseling, public education classes/workshops, and follow-up to individuals on a wide range of topics including but not limited to; budgeting, credit, debt repayment, mortgage default, rent delinquency, credit reports, general money management, and bankruptcy. Requires several certification tests within six months of hire date. You will receive training. You will enjoy the benefit of working in a team-oriented, challenging and engaging environment. Full-time position. Must possess strength in professionalism, sound judgment, patience, and oral and written communication skills. Technical skills and the ability to work in a team environment, essential. Bilingual in English/Spanish is a plus.

HCCI offers competitive salaries, work/life balance flexible schedules, agency-paid group term life insurance, and long-term disability insurance, SIMPLE IRA plan, Paid Time Off, and 11 paid holidays.

\*Note – HCCI is unable to offer health insurance at this time.

\*Required – submit cover letter, resume, and application to [hcci@hcci-ks.org](mailto:hcci@hcci-ks.org). Link to application <https://housingandcredit.org/wp-content/uploads/2021/03/Employment->

Job description available at <https://housingandcredit.org/who-we-are/jobs/>

---

Housing and Credit Counseling, Inc. | 1195 SW Buchanan, Topeka, KS 66604