

NOTICE:

JOB POSTING #0121

POSITION: **OUTREACH WORKER (Housing First)**

1 Temporary Full Time – Gateway

Temporary until incumbent returns

SALARY: **\$22.16 – 24.02** per hour depending upon applicants' length of seniority (as per the Collective Agreement)

HOURS AND DAYS OF WORK:

- **Tuesday through Saturday**
- Shift times are **09:00 to 17:00 hrs**
- Shifts are 7.5 hours in length
- Days of rest shall be consecutive. Schedule may change with two weeks' notice
- Probationary/qualifying period will be 488 hours with mid and end point reviews.

JOB SUMMARY:

The Outreach Program (Housing First) assists the absolute homeless who fall under the HPS client eligibility criteria. These individuals may be chronically and episodically homeless and may have a variety of challenging and often overlapping problems including serious mental illness, substance abuse (including IV drug use), hygiene issues, treatment (medical, psychiatric and rehab), and increasingly HIV+/Aids. This position will work with other Housing First community partners to ensure appropriate housing is found. The Housing First Outreach worker will foster healthy attitudes and practices in such areas as housing, and will meet with clients and assist them with completing the Housing First eligibility checklist.

JOB DUTIES: (in brief)

- Provide housing assistance, support and skill training to adults who may be facing multiple barriers
- Will work on securing and maintaining stable, independent living situations where possible
- Will build solid working relationships with landlords and house managers to increase available housing
- Will discuss, isolate and assess issues and develop a flexible plan of action
- Will ensure basic needs of clients are met and network, as needed, with community services
- Will provide crisis intervention as necessary, administer finances and medication or arrange coverage
- Complete required records and maintain statistical data
- Provide assistance for new staff, volunteers or students
- Will drive company vehicle at times
- Job duties are complex and may have a few disagreeable factors

QUALIFICATIONS & COMPETENCE:

- Related Diploma or Certificate or minimum Grade 12 education, plus two (2) years of recent related experience or equivalent combination of education, training and experience and prefer a minimum of one (1) year case management experience.
- Familiarity with community resources such as: addictions, mental health, income assistance & harm reduction.
- **Must have current OFA 1 First Aid Certificate**
- **Must have a Class 4 Drivers' Licence and Drivers' Abstract**
- Crisis Intervention Skills Training an asset
- Ability to work independently or in a team setting
- Strong ability to manage stress and organize workload
- Excellent communication, writing and documentation and organizational skills.
- Understands and maintain clientele/worker boundaries
- Ability to work with disadvantaged and challenging adults in a diverse environment
- Strong physical and mental ability to perform work tasks and operate job related equipment.
- A minimum of two (2) years sobriety if you have had concerns related to alcohol and/or drug use.
- Criminal Record Clearance – vulnerable sector

CLOSING DATE: Applications will be accepted until **17:00 hours, March 15, 2018**

TO APPLY: Submit cover letter and resume with the Job Posting # in the subject line to: info@lookoutsociety.ca

NO PHONE CALLS PLEASE

"All employees, including laid off and displaced employees, are entitled to apply on the vacancy and be considered pursuant to the provisions of Article 12.9 (Selection Criteria)." **Internal applicants must notify manager of intent to apply.** External applicants will be reviewed after Internal.

ALL QUALIFIED APPLICANTS WELCOME TO APPLY. THOSE SHORT-LISTED WILL BE CONTACTED