

INTERNAL/EXTERNAL

Position:	Housing Placement Worker	Type:	Full-time Temporary
Program:	Hotel to Home	Posting #:	2307-HPW-210104
Location:	Surrey	Hourly Wage:	\$21.87
Schedule:	Mon-Fri: 1200-2000 (40 hrs/wk)	Closing Date:	Open Until Filled

The Elizabeth Fry Society of Greater Vancouver (EFry) is a charitable organization that supports women, girls and children at risk, involved in or affected by the justice system. Our programs work to break the cycle of poverty, addiction, mental illness, homelessness and crime.

Located in Surrey, as a response to increased demand due to COVID-19, homeless women, and those with children live in two hotels. Double staffing is provided around the clock to provide women with assistance and support to make plans to address their immediate needs and housing plans. Staff provide women with service navigation and community linkages to address their identified needs.

ROLE OVERVIEW

The Housing Placement Worker seeks to provide housing-focused case management, housing readiness, accessing housing assistance programs and permanent housing placement support to clients. Provide supportive services to assist individuals and families to live independently and achieve housing and stability. This will include referrals, advocacy, escorts, education, service referrals and crisis intervention.

This requires a sound understanding of case management, navigating complex systems and a conduct of housing assessment.

This position requires a current driver's license and willingness to work in the community with clients and using stringent Covid-19 Guidelines will find transportation for clients, meet clients in their home or local public setting and will work with clients to find and secure housing.

KEY RESPONSIBILITIES

- Navigates clients to various forms of housing such as interim housing, shared housing, and permanent housing placements
- Refers clients to agencies and programs that will assist with safe and stable housing, when appropriate
- Develops and implements an individual housing plan for the client
- Follows-up with the client weekly to ensure they are making progress towards their housing placement goals.
- Connects clients to community resources that will support the goal of permanent housing acquisition
- Provides information and instruction to participants regarding how to complete a housing application, housing search, tenant rights and responsibilities, including observation of rental agreement rules

EDUCATION AND EXPERIENCE

- A diploma in human services or related field, or the equivalent combination of education and experience totaling five years.
- Three (3) years previous experience in a similar environment with demonstrated knowledge of community resources.

- Must have knowledge of homelessness, women's mental health issues, substance use and addiction issues, community resources and issues related to poverty.

SKILLS & ABILITIES

- Strong understanding of the housing market, and knowledge of community
- Excellent interpersonal skills with strong boundaries and good English communication skills both written and verbal
- Strong organizational, advocacy and time management skills
- Knowledge of theory, principles and practices of trauma-informed care and harm reduction
- Case management, participant interviewing skills, electronic reporting and assessment skills
- Proficient in Microsoft Office including Outlook, Word and Excel.

JOB REQUIREMENTS AND EXPECTATIONS

- Standard First Aid with CPR-C (training may be provided)
- Doctor's note of medical fitness and TB test required
- Local Police search and Provincial Vulnerable Sector Criminal Record Clearance required
- Valid BC Class 5 driver's license and access to a vehicle
- Satisfactory driver's abstract

EFry actively promotes a program of equity and equal opportunity to ensure equal access to employment opportunity for all persons.

Interested candidates must submit a cover letter and resume to humanresources@elizabethfry.com.

Please note only short-listed candidates will be contacted for interview. No phone calls please.