

INTERNAL/EXTERNAL

Position:	Senior Practitioner	Type:	Full-time (Temp)
Program:	Reaching Home/KEY	Posting #:	1540-SP-210708
Location:	New Westminister	Hourly Wage:	\$32.53
Schedule:	Mon-Fri, flexibility required on occasion (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.

Operating in New Westminister and Surrey, EFry’s Reaching Home programs provide eligible homeless women with intensive case management and pragmatic financial assistance to find and keep housing and assist women at high risk of homelessness with one-time financial supports to remain housed and lower their risk of continuing the path to homelessness.

KEY RESPONSIBILITIES

- Provides one-to-one support to a caseload of up to 20 women and leading case management planning.
- Leads weekly intensive case management (ICM) meetings and resolving issues as needed to ensure effective service.
- Responsible for direct and indirect work in planning clients to successfully find and keep housing through intake and case management duties.
- Support women when accessing needed resources (e.g., income supports, legal guidance, landlord meetings etc.) and pursuing their personal goals (ie. employment, education and training, social and recreational activities) and as needed, rehouse clients.
- Accurately maintains client files, on-line databases and submits necessary documentation, program receipts, and funders’ reports in accordance to program workplan.
- Provides leadership and support for the team including training, and ensuring consistent program delivery within contract standards.

EDUCATION AND EXPERIENCE

- Diploma in human services or related field, or the equivalent combination of education and experience totaling five (5) years
- Three (3) years previous experience in a similar environment with demonstrated knowledge of community resources
- Knowledgeable in areas of homelessness, women’s mental health issues, substance use and addiction issues, community resources and issues related to poverty

SKILLS & ABILITIES

- Excellent interpersonal behaviour and strong communication skills both written and verbal
- Strong organizational, advocacy and time management skills
- Experience working with homeless populations, addiction, mental health, and poverty issues
- Crisis management, mediation, de-escalation skills are essential in dealing with both clients and landlords
- Case management, electronic reporting and participant interviewing and assessment skills required
- Understanding of community-based programs and Ministry regulations regarding entitlements
- Knowledge of social assistance services as provided by the Ministry of Social Development
- Knowledge of Residential Tenancy Act
- 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 required
- Local Police search and Provincial Vulnerable Sector Criminal Record Clearance required
- Valid BC 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.