



## **Job Posting**

**POSITION:** Housing Support Worker FT  
**LOCATION:** Men's Shelter  
**SHIFT:** 9am to 5pm  
**SALARY:** \$50,000.00

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**Na-Me-Res** (Native Men's Residence) located in Toronto, is a diverse, multi-service organization. Through a culture-based approach that addresses the holistic needs of its clients, Na-Me-Res' mission is to provide temporary, transitional, and permanent housing to Indigenous men experiencing homelessness in Toronto, while providing outreach and support services to the broader Indigenous homeless population.

### **MAIN FUNCTION:**

To provide confidential case management services including addressing the basic needs of clients providing supports which assist clients to affect a life away from homelessness toward a more self-sufficient lifestyle.

### **DUTIES AND RESPONSIBILITIES:**

- Identify type of housing needs including shelter, transitional, supportive, long term care facilities, permanent residential settings, etc.
- Assist and support clients to complete housing applications, to reactivate existing applications and other applications as required
- Support and accompany clients to housing and other appointments and services when appropriate
- In partnership with clients, develop an after-care plan which included follow-up services
- Provide eviction prevention and intervention service to clients whose housing security is at risk
- Develop workshops for residents on how to: find, apply and maintain housing
- Other duties as identified by supervisor

### **SKILLS REQUIRED:**

- Familiarity with housing resources in Toronto
- Ability to prioritize and manage multiple jobs effectively
- Ability to work under pressure and to meet deadlines
- Able to communicate effectively - Good oral and written communication skills
- Knowledge and ability to work with computers
- Ability to write and communicate clearly and effectively

### **EDUCATION & EXPERIENCE:**

- Post-Secondary education in a Social Work or related discipline and/or relevant work experience
- Several years of experience in a similar setting
- Successful candidate required to provide a police check as a condition of employment
- Experience working with a diverse population
- Knowledge of Indigenous culture is an asset
- Understanding of Indigenous culture and history particularly as it relates to the disproportionate number of Indigenous people who are homeless

**Na-Me-Res** encourages Indigenous applicants (First Nation, Inuit, and Metis) to apply. We thank all applicants however only those selected for an interview will be contacted. If you are invited to an interview and require accommodation, we will make every effort to accommodate you.

### **A resume and cover letter can be emailed or faxed to:**

Human Resources

26 Vaughan Road, Toronto, ON M6G 2C4

**Fax #:** (416) 652-3138 / **Email:** [jobs@nameres.org](mailto:jobs@nameres.org)