

## **JOB POSTING**

**Housing Help Worker – Keele-Rogers site**

**Contract, Full-time (June 2021 to April 2022)**

**\$38,716 to \$45,865 per annum (commensurate on experience & education)**

Unison Health and Community Services is a non-profit, community-based organization that serves neighbourhoods in North West Toronto. Operating out of six locations, Unison offers core services that include primary health care, counselling, health promotion, Early Years programs, legal services, harm reduction programs, housing assistance, adult protective services, Pathways to Education™ and a Diabetes Education Program. Unison's mission is working together to deliver accessible and high quality health and community services that are integrated, respond to needs, build on strengths and inspire change.

Unison Health and Community Services is committed to working from an inclusive, pro-choice, sex positive, harm reduction, anti-racist, anti-oppression and participatory framework.

Unison is seeking a Housing Help Worker for our Keele-Rogers site. Reporting to the Manager of Housing Services and Harm Reduction Programs, the Housing Help Worker is responsible for delivering housing help services, programs and projects to targeted groups and communities.

### **Job-Specific Responsibilities:**

- Provide intake and assessment for clients seeking general housing help services;
- Provide time limited housing search case management, short-term brief case management and support to clients including assessment, referral, education, budgeting, mediation and/or negotiation with landlords and/or other tenants.
- Ensure accurate housing client records by way of thorough outcome based recording of client encounters;
- See clients on both a scheduled and urgent basis at the Center and in the community;
- Assist clients in applying for and reviewing subsidized housing;

- Assist clients in applying for funds and any available financial resources to prevent eviction;
- Provide crisis intervention for clients facing housing related crises;
- Assist in housing and legal system orientation and information to volunteers, agency staff and general public.

**Job-Specific Qualifications:**

- Post-secondary degree or certificate in human services or equivalent in training and experience;
- Experience in case management and crisis intervention techniques;
- Computer literacy with knowledge of Microsoft Office, Outlook, Excel, etc.;
- Knowledge of community resources;
- Experience with vulnerable, disadvantaged and low-income groups;
- Knowledge of housing issues and tenant/landlord responsibilities;
- Knowledge of Ontario Works and Ontario Disability Support Program (ODSP) legislation/regulations;
- Strong oral and written English skills;
- Strong interpersonal skills;
- Interview and assessment skills;
- Ability to work effectively with local agencies, landlords and volunteers;
- Mediation and negotiation skills;
- Experience in community outreach;
- Experience serving Unison's priority populations (seniors with complex needs, people with mental health and addictions, LBTTQ2+, and youth facing barriers);
- Ability to communicate in Spanish will be an asset.

Interested candidates are asked to email a résumé with covering letter by Friday, May 21, 2021 at 5:00 p.m. to:

Hiring Committee – Housing Help Worker  
Unison Health and Community Services  
[Hirings@unisonhcs.org](mailto:Hirings@unisonhcs.org)

**Please cite UN\_2021\_021 in the subject line of the email.**

We welcome applications from people who are reflective of the diverse communities we serve, including those who might need accommodation.

Where needed, accommodations for applicants with disabilities will be provided, on request, to support their participation in all aspects of the recruitment process.

Please note that due to the volume of applications, only those applicants selected for interviews will be contacted.