



Native Child and Family Services of Toronto

Native Child and Family Services of Toronto is an Indigenous, community controlled multi-service agency. Our mission is to provide support, ensure safety and enhance the quality of life for Indigenous families, children, and youth within the greater Toronto area. Our agency works within a holistic framework, which builds on individual and family strengths, and engages clients as partners in identifying issues and their solutions.

Housing Navigator

Classification: Contract Part-time (1 yr.)
Hours: 21 hrs/wk.

Salary Range: \$21.35 – 34.82
Location: 655 Bloor Street West

NCFST is committed to staffing a workforce representative of the Indigenous population we serve. We encourage First Nation, Metis and Inuit applicants to apply and please self-identify in their cover letter.

Position Summary

Under the direction of the Supervisor of Youth Services, the Housing Advocate Worker is responsible for assisting Indigenous youth in meeting their temporary and permanent housing needs through individualized case management.

Main Responsibilities

- Provide fair, respectful and culturally relevant service to Indigenous children and families, consistent with the mission, vision, and values of Native Child and Family Services of Toronto
- Act as a source of integrated information, referral and short-term case management to Indigenous youth who are transitioning out of care.
- Conduct outreach to Youth who will be transitioning out of care.
- Support the maintenance of a current and accessible housing registry.
- Assist youth in the preparation of leaving care by completing applications for affordable housing and income support programs.
- Assist youth with landlord outreach through initial phone contact and client accompaniment for viewings, lease signings, landlord tenant dispute resolutions, as and when required.
- Inform and assist youth in their knowledge of tenant rights and legal resources.
- Provide referrals to mental health professionals and Indigenous Elders / Healers.
- Provide culturally supportive opportunities to assist youth in achieving self-sufficiency.
- Provide life skills and pre-employment skills.
- Develop and provide culturally based programs in consultation with Elders and the Youth Council Program, managers and staff of NCFST.
- Provide relief coverage to other areas of the centre when necessary.

What we are looking for

- CYC/CYW Diploma or equivalent.
- Pass a Vulnerable Sector police record check.
- Experience working with Indigenous youth who are currently and/or former Crown Wards
- The applicant will possess a good understanding of housing resources and tenant rights.
- Literate in Indigenous culture(s) and understanding of key cultural values. Knowledge and understanding of the Indigenous historic context.
- Good oral and written communication skills; excellent time management and organizational skills, including the keeping of organized written records.
- Must be familiar with and able to contribute to a team approach.
- Proven ability to liaise and coordinate effectively with external agencies such as shelters and drop-in programs, multidisciplinary health practitioners, including traditional practitioners from Indigenous communities.
- Good computer skills to utilize all required applicable computer software. Demonstrated understanding, and commitment to, integrating the Native Child and Family Services of Toronto Mission and values in to practice, service and relationships.
- Demonstrated understanding of workplace Health and Safety practices and understanding of an employee's responsibility under current legislation.
- Ability to work effectively with all levels of staff, to maintain effective communication and working relationships, demonstrating strong interpersonal skills, tact, sensitivity and build strong internal relationships.

If you are interested in this job opportunity, please apply by email on or before **February 18, 2019** hrncfst@nativechild.org quoting reference number **#19-02-02**

We are committed to providing a barrier-free work environment in accordance with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. As such, NCFST will make accommodations available to applicants with disabilities upon request during the recruitment process.

We thank you for your interest, however, only those applicants selected for an interview will be contacted.