



Springboard's mandate is to build stronger communities by helping youth and adults develop the skills they need to reach their full potential. As a charitable organization, we deliver innovative, professional and diverse programming by establishing partnerships between our clients and their community. Springboard's program areas include community justice, employment and developmental services

Internal Posting

Position Title: COMMUNITY HOUSING WORKER
Department: Residential and Community Support Services
Location: East Toronto (multiple locations as per program requirements)
Status: Full-time Contract (September 2019 to March 31st, 2020)
Pay: \$48,845.94 per annum
Vacancy Number: DS-U19-53

Available: Immediately
Hours/Shifts: 5 days/40 hours per week
Tuesday 11am-7pm, Wednesday 11am-7pm, Thursday 11am-7pm,
Friday 9am-5pm, Saturday 9am-5pm
(Schedules are subject to change based on operational needs)

Position Summary:

The role of the Community Housing worker is to work with individuals and their families to secure and sustain housing in their chosen community. The worker will assist individuals with moving into housing and establish independent living routines including developing systems to assist individuals manage their households successfully (i.e. money management / paying required bills and rent on time, grocery shopping, maintaining safe living environment and safe community participation practices). This position will also support various engagement levels for independent living within the department, such as facilitating programming to identify and support individuals that are preparing for independent living, researching sustainable housing options and funding. Experience with Person-Directed Planning, goal development and implementation is required.

Key Responsibilities:

- **Independent/Housing Support** - assist individuals with moving into housing and establish independent living routines including developing systems to assist individuals manage their households successfully i.e., money management, bill payments, community safety etc.
- **Community Support** - support individuals and families to secure and sustain housing in their chosen community; support in maintaining social networks, encourage individuals to participate in community activities, and create opportunities for individuals to promote participation in meaningful activities.
- **Case Management/Co-ordination:** responsible for needs and risk assessment, advocacy, referrals and for case coordination.
- **Person Directed Planning** - provide individual counseling and support individuals and families working toward individual goals.
- **Group Facilitation and Mentorship Program Development** - develop monthly groups and opportunities to encourage individuals to make peer connections within their community; run groups and monitor program success.
- **Administrative Duties** - accurate and timely completion of forms/reports as per Springboard and/or programming guidelines.

Required Qualifications:

- Post-Secondary Diploma/Degree in Social Sciences.
- At least 2 years of recent work related experience in Developmental Services in the following; ○ Community support, case coordination, client advocacy, goal development, implementation and monitoring skills using person directed planning model, program/group development and facilitations skills, life skills training and coaching.
- Strong knowledge of community resources, including DS sector to match individuals with necessary services.
- Proficient in computer, including use of Microsoft Applications (e.g. Word, Excel, PowerPoint), and visually based learning aids.
- Strong knowledge and skill in the area of developmental disabilities, dual diagnosis and mental health.
- Proven ability to work independently with minimum supervision.

- Strong time management, crisis management and problem solving skills.
- Must be able to work flexible hours on weekdays, weekends and evenings.



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- Valid First Aid, CPR and Safe Management certificates. □
- Demonstrated use of core competencies in:

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- **Service Delivery Judgment** - understand the program processes; think through when to make process changes and come up with ideas that improve service delivery.
- **Logical Analysis** - think holistically to identify potential causes of events, consequences of actions and multiple solutions to challenges faced.
- **Flexibility** - explore various options around problem solving and managing difficult situations.

Preferred Qualifications:

- Ability to speak French

Posting Date: September 4, 2019

To Apply:

To be considered for employment at Springboard, applicants must be willing to undergo a police clearance/VSS, occupational medical assessment and provide both references and documentation of their credentials. **Please apply to careers@springboardservices.ca. To be considered you must include the vacancy number in the subject line of your email while applying.**

Deadline for Internal applicants: September 11, 2019 at 4:00 pm. Please provide your Cover Letter and Resume and a duly completed Application for Internal Transfer form (as applicable).

Resumes received after the above-stated deadline/s will be considered at the discretion of the hiring supervisor. No phone calls please. Only persons selected for an interview will be contacted. Thank you for applying.

Springboard is committed to employment equity and fair and accessible employment practices. Applications are encouraged from those who reflect the diversity of our community. Accommodations will be provided for job applicant with disabilities, where needed and on request, to support their participation in all aspects of the recruitment process providing the applicant has met the bona-fide requirements for the vacant position.