



JOB POSTING

Pilot Project: Tenant Supports Worker

CONTRACT POSITION

West Broadway Community Organization (WBCO)

WBCO is a not-for-profit organization that coordinates social and economic revitalization efforts in Winnipeg's West Broadway neighbourhood.

The West Broadway Tenant Supports Worker will collaborate with the WBCO Housing Coordinator to offer **regular drop-in hours** three days per week (+1 half day for admin) **providing tenant education and advocacy, and developing a framework** for future tenant supports in West Broadway.

Responsibilities:

- Provide tenancy advice and advocacy, resource referral, and mediation between tenants and landlords.
- Assist tenants with systems navigation including Residential Tenancy Branch, Employment and Income Assistance, Manitoba Hydro, 311.
- Improve our administrative framework to build an effective work plan: Intake process, keeping statistics, program evaluation, case-load management.
- Build relationships with diverse stakeholders including tenants, caretakers, property managers, social workers, RTB service officers, and other housing agencies.
- Collaborate with other West Broadway-based Housing Workers

Qualifications and experience:

- Ability to work from a person-centred harm-reduction model
- Proven ability to be a highly organized and self-directed worker
- Excellent written and verbal communication
- Ease in collaborating with diverse stakeholders (i.e. landlords, tenants, people experiencing homelessness)
- Previous experience navigating systems (lived experience or professionally)
- Awareness of issues facing low-income tenants
- Familiarity with tracking outcomes and reporting
- Experience working in the inner city
- Preference given to applicants renting in Winnipeg's inner city

Wage and hours of work:

\$18 / hour; 24 hours per week.

Term of work:

This is a contract position from mid-January until early September; extension of the contract will be dependent on funding.

How to apply:

Closing date - Wednesday, January 16th, 2019 – 6pm.

Please email a resume and cover letter to

Stefan Hodges, Housing Coordinator

housing@westbroadway.mb.ca

Thank you to all who apply. Only those selected for an interview will be contacted.