



Victoria Native Friendship Centre
Internal/External Employment Opportunity - .6 FTE
VNFC Housing Tenant Support



In recognition of the critical importance to this role of a lived understanding of Indigenous communities, history, values and culture, and in keeping with the BC Human Rights Tribunal pursuant to s.42(3) of the Human Rights Code, Indigenous applicants preferred.

Under the Supervision of the Property Management, it is the intent of the Victoria Native Friendship Centre to employ a **VNFC Housing Community Support** position to carry out a variety of office, tenant advocate and other miscellaneous duties related to maintaining a healthy, and safe facility for the program participants and community.

DUTIES: Other duties may be assigned

- Assist the Tenant Support Worker in developing and coordinating emergency and security programs for tenants in the event of a fire or natural disaster
- Works from a strong Indigenous cultural foundation and promotes family centered practice
- Contributes to a positive work environment and does not engage in lateral violence or other destructive behaviours
- Demonstrate integrity and ethical leadership in the implementation of the programs and services for clients, and also in the broader community
- Assists families and individuals to lower their risks of being evicted by offering Life Skills programs or individual tenant contacts
- Work with families using a holistic, culturally sensitive approach.
- The Worker will be part of a multi-disciplinary Team working to help improve the lives children, family and community.
- Connects families and individuals to other education, employment and support services as needed
- Assists Tenant Support Worker to assist tenants to develop strategies to deal with conflict between themselves and other tenants
- Ensure that best practices are followed while working with families on the caseload
- Collaborate with community partners, professionals and other service providers to create positive working relationships; meeting the issues and concerns of the clients, as well as promoting a positive image of VNFC as an organization

KNOWLEDGE, SKILLS AND ABILITIES:

- Must be able to maintain confidentiality
- Experience working with individuals with substance misuse, sexual abuse, family violence, including child abuse and neglect, grief, suicide, depression, healing and recovery
- A sound understanding of the Friendship Centre movement
- Familiarity with Residential School issues
- Be a Team Player and be able to work independently, be reliable, and self-motivated
- Ability to multi-task while remaining composed and maintaining a professional attitude in high stress and potentially volatile situations and an ever-changing environment
- Excellent communication skills (verbal and written); Organizational skills
- Knowledge and familiarity of the *Child and Family Community Service Act, Family Relations Act, and Aboriginal Operation Practice Standards and Indicators*
- Computer proficiency in Office 365 or Word 2000, Outlook 2000
- Physical requirement - The incumbent must spend a major portion of the work hours standing, walking, sitting and/or doing labour intensive work. The incumbent may be required to do a great deal of stretching, bending and lifting.
- Must relate well with families and other workers
- Must be able to act as a role model for healthy lifestyle choices and demonstrate respect for people of all ages
- Required to provide a vulnerable Sector Criminal Record Check (form can be located at <http://www.pssg.gov.bc.ca/criminal-records-review/>).

EDUCATION and EXPERIENCE - The successful candidate will possess a combination of education and experience that satisfy all or most of the following:

- Bachelor's degree in Social Work or Child and Youth Care
- Culturally appropriate knowledge and practice
- Candidate must have reliable transportation and hold a valid BC driver license and clean driving record
- Food safe and FirstAid

HOURS: Monday – Friday (21 hours a week or more if needed) some evening hour will be required
WAGE: \$20.94/hour
COMMENCES: ASAP
TERM: March 31, 2021 - fiscal year end

Please submit your resume and cover letter attention to:
Ron Rice, Executive Director
(by mail / fax / email to admin@vnfc.ca or in person)
No phone calls please, only those selected for interviews will be contacted.
 An eligibility list will be established.

Closing Date: Until Filled

Victoria Native Friendship Centre
 231 Regina Ave. Victoria, BC V8Z 1J6
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