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VICTORIA RESOURCES SOCIETY



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## **Housing Support Worker**

**Temporary April 1<sup>st</sup> 2021 – March 31<sup>st</sup> 2022**

**(20 hours per week, with additional casual work based on interest)**

Peers Victoria Resources Society is a grassroots organization that has been providing peer-led support services to people in the sex industry since 1995. Peers carries out a variety of outreach and drop-in programs, as well as wellness workshops, housing support, clinical counselling, health care access support, and social justice leadership concerning sex workers rights. Our work occurs primarily in Victoria, the territory of the Esquimalt and Songhees Nations. We maintain a welcoming environment congruent with our values of providing harm reduction, client-centered services which contribute to social justice and draw on experiential knowledge.

Reporting to the Executive Director, the **Housing Outreach and Support Worker** works closely with all Peers programs, but especially the day and night outreach services, to assist people in and from the sex industry to locate and maintain housing. The program is funded by Reaching Home – Canada's Homeless Strategy via the Capital Regional District. The purpose of this position is to provide case management to homeless persons in need of support to obtain and retain housing through longer-term relationships and a continuity of care. This work is primarily community-based and includes visiting people in homes, arranging moves and storage, and helping people to purchase basic needs, while implementing COVID-19 transmission prevention practices. This position includes report writing, database management of client and housing files, as well as financial management and budget tracking. The Housing Support Worker also administers rent subsidies provided by BC Housing and must be aware of, and able to navigate access to, current and upcoming housing supports in the region, as well as the CAA referral system. Depending on applicant interest and qualifications, this position may also extend to a program lead or coordinator role with Peers Victoria's housing programs. A lead or coordinator role would be based on advanced knowledge of office tools, strong budgeting skills, ability to gather and process information for outcomes reporting, ability to systemically understand and translate policy and practice environments access the sector, and the ability to understand how these policies and practices influence housing accessibility for the target population.

As this role is intended to work in concert with other Peers services, all hours are to be completed between Monday and Thursday, with some flexibility on Fridays or weekday evenings to facilitate client moves. Hours can be completed between 10:00 AM to 4:00 PM on Monday to Thursday, at the applicant's preference.

Additional casual hours will be added to this position on an as needed basis to meet training and program participant demand.

Additional hours can also be added to this position for the completion of administrative and



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coordination tasks.

**Specific duties for this position include:**

- Assisting individuals to locate market, supported, and subsidized housing;
- Assisting individuals to complete BC Housing and other forms related to acquiring housing and related supports;
- Liaising with income assistance workers and helping program participants to connect to services and resources in the community related to employment, culture, education, social support and volunteering;
- Liaising with shelter staff and other housing providers to provide collaborative support to participants;
- Checking in with participants on an ongoing basis to determine support needs related to health and wellness;
- Administering crisis grants to participants navigating housing-related emergencies;
- Meeting with, and maintaining relationships with, housing stakeholders, including providers and relevant government agencies for the purpose of optimizing supported persons' access to resources;
- Assist clients to answer landlord/tenancy questions and resolve disputes
- Assist clients moving in and moving out of housing
- Provide client-centered advocacy regarding supported persons' medical, legal, police, housing & welfare service needs
- Case management and record keeping
- Financial record keeping
- Ability to attend biweekly staff meetings
- Adherence to Peers Victoria's organizational policies

**Skills/Qualities:**

- Knowledgeable about local supportive and supported housing resources and policies, including those for Indigenous populations;
- Familiar with Housing First models and the policies and practices entailed in this approach;
- Knowledge of a variety of local health services including hospital and community based services for a range of health needs including, but not limited to, mental health, substance use, and communicable disease;
- Understanding of trauma informed care;
- Approachable, tolerant, non-judgmental, empathic, and calm in conflict or crisis;
- Thorough knowledge of sex-positive safer sex and substance use harm reduction models;
- Knowledge of local social services including those related to poverty advocacy, income and food security supports;
  - Strong interpersonal skills and collaborative, team oriented, ethical service approach;
  - Excellent organizational and time-management skills;
  - Commitment to applying social justice principles to health and social care;
  - Knowledge of diversity of local sex industry and ability to connect with target population;
  - Training and professional development in social service or health care is an asset;
  - Strong Microsoft office skills including ability to design and work with excel databases;



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- Ability to develop, track, and report on program outcomes;
- Basic budget oversight experience and capacity management;
- Working knowledge of complex system navigation in order to advocate for clients and support program needs;
- General record keeping and file organizational skills.

**Job details:**

- Hours: 20 per week to be carried out on Monday, Tuesday, Wednesday, and Thursday during late mornings and afternoons with some flexibility to meet participant needs at other times of day and on weekends (i.e. for moves, unit showings, etc.).
- Pay rate \$25/hr \*with a wage bump if taking up administrative and coordination/program leadership work
- Requires a valid BC driver license and will include use of personal vehicle. Peers will pay the difference on insurance to enable a higher level of third-party liability coverage and cover mileage.
- Must have Basic First Aid, Food Safe, and CPR
- Vulnerable Sector Criminal Record Check required
- Position is funded through March 31, 2022.

If you are interested in this employment opportunity, please submit a resume and covering letter that summarizes your relevant experience and skills by March 11, 2021 to [peershiring@gmail.com](mailto:peershiring@gmail.com).

Applications from individuals with direct experience in any aspect of the sex industry are especially welcome. We also encourage applications from, but not limited to, indigenous persons, persons of colour, persons of different abilities(s) and persons representing diverse genders and sexualities.