



***Family Support Worker position (14-Month Contract)***

Emily Murphy Non-Profit Housing Corporation (EM) is a Rent-Geared-to-Income (RGI), social housing provider, with 38 stacked town homes exclusively for young single parents and their dependants. EM currently houses roughly 38 parents and 60 children.

We are a supportive housing community, offering an array of social supports including but not limited to: programs for children and youth, respite care, collective kitchens, craft nights, referrals, crisis intervention, short-term counselling and various other community development initiatives.

At this time, we are seeking a Family Support Worker for a 14-month contract position with the possibility of extension.

Overview of Family Support Worker responsibilities:

- Develop and Facilitate day-to-day activities for children, adults, youth and families, which will facilitate meeting the tenants in need of support.
- Establish and maintain professional and trusting relationships with tenants and outreach to tenants regarding upcoming events and opportunities for community involvement.
- Establish and maintain professional and trusting relationships with community members and other agencies.
- Maintain confidentiality and boundaries as set out in the Confidentiality Policy.
- Respond to crises and facilitate short-term counselling for tenants, as required.
- Have a good knowledge of referral sources in the community and support tenants in accessing these services.
- Provide advocacy to support tenants, as required.
- Mediate conflict between tenants.
- Facilitate intake sessions for new applicants to fill unit vacancies.
- Participate in community forums, attempt to engage community members in activities and encourage community development initiatives.
- Perform other general staff duties, as required.

Specific tasks include:

- Actively engage in program development and facilitation for children and adults.
- Provide tenants with in-home support, as required.
- Facilitate administrative tasks for the Program Office, including the maintenance of petty cash, tenant list, tenant files, etc.
- Provide transitional/exit planning with tenants who graduate from supportive housing, as required.

Job Qualifications:

- Post-secondary education should reflect the nature of work at EM (i.e. Child and Youth Worker (CYW), Social Service Worker (SSW), Recreational Worker Diploma)
- Understanding of:
  - The challenges/barriers faced by young single parents and their children living in social housing
  - Community development strategies
  - Therapeutic techniques to engage children and youth participants in group settings
- Applicants must also provide a valid Criminal Reference Check (specifically to work with the vulnerable sector).
- Valid driver's license and access to a vehicle is highly preferable
- First Aid and CPR level C certificate
- Bilingual an asset

**The position is for 30 hrs/week starting June 3<sup>rd</sup>, 2024. Salary to commensurate with experience**

Interested and qualified applicants can submit their resume by May 17<sup>th</sup>, 2024 to [jobs@emilymurphynphc.ca](mailto:jobs@emilymurphynphc.ca) or fax to 613.834.8259.

**Only applicants selected for an interview will be contacted.**