



MANITOBA METIS FEDERATION INC.

HOMELESSNESS COORDINATOR

April 2, 2019

Posting #19-005-13

The Manitoba Metis Federation (MMF) is the official democratic and self-governing representative for the Metis Nation's Manitoba Metis Community. The Manitoba Metis are Canada's Negotiating Partners in Confederation and the Founders of the Province of Manitoba.

The MMF seeks to fill one (1) full-time Homelessness Coordinator position within our Housing Department located at 150 Henry Ave in Winnipeg, MB. Reporting to the Director of Housing, the Homelessness Coordinator will assist with the overall development and implementation of the Homelessness program. The Homelessness Coordinator will assist Metis Citizens in securing housing and help end the cycle of homelessness. The incumbent will exercise discretion, compassion and empathy while maintaining confidentiality.

Job Duties/Competencies:

- Provide clients who have agreed to participate in the program with intensive case management;
- Build relationships with private and public sector landlords and other service providers that may assist clients;
- Conduct housing searches and build inventory lists of available housing units for clients and liaise with contacts to identify and secure vacant properties for client placement;
- Visit clients within caseload on a regular basis and participate in a wider provision of supports for other organizations as applicable, addressing issues as they arise;
- Help clients learn the necessary skills and have the necessary supports in place to address barriers they face to permanent housing;
- Provide ongoing support to clients once they are in their home to help them cope with barriers that may arise from basic life skills to severe additions issues;

Skills and Qualifications:

- Post-secondary education in a Community Development program, Child and Family Services, or related discipline;
- Minimum of three years' experience in social service, supported housing or previous community development involvement;
- Extensive experience working with at-risk individuals with leadership and project management experience;
- Ability to establish and maintain effective working relationships with coworkers, clients and community agencies;
- Excellent interpersonal and communication skills to connect with individuals, funded agencies and other stakeholders to meet program reporting requirements;
- Experience working for a not-for-profit organization and Indigenous community is an asset;
- Knowledge of Metis issues and socio-economic conditions affecting Metis people;
- Knowledge of Metis culture, MMF programs and services is a definite asset; and
- Valid Manitoba Driver's license with access to a reliable vehicle is desired.

Preference will be given to qualified Metis applicants. Applicants are encouraged to apply and self-identify on their cover letter/resume. Remuneration is based on education and experience. We offer a competitive benefits package which includes but not limited to: health and dental, life insurance, short term and long term disability as well as a pension plan. We also offer an on-site fitness facility as well as an in-house restaurant.

Please forward a cover letter and resume by Tuesday, April 16, 2019. We thank all who apply; however, only applicants selected for an interview will be contacted.

MMF Finance & Human Resources Department
300-150 Henry Ave
Winnipeg, Manitoba R3B 0J7
Email to: resumes@mmf.mb.ca
Fax to (204) 947-1816

All our job postings can be found at: www.mmf.mb.ca.