



HOUSING NAVIGATOR

EMPLOYMENT OPPORTUNITY

Term: Full-time - Term (One-Year Contract)

Salary: \$55,000 - \$65,000 / year (+ group benefits and pension)

Hours: 35 hours/week

Whitefish River First Nation is seeking a Housing Navigator to provide immediate, tailored assistance to address housing crises. The role works with individuals to connect them to community/local resources for ongoing housing stability and self-sufficiency.

The Housing Navigator will work under the direct supervision of the Housing Manager to provide social housing support services to Whitefish River First Nation members. This position is responsible for assisting members and families in their search for housing, whether on or off-reserve and offering guidance on home purchasing. The Housing Navigator will offer mobile services, ensuring services are provided for all members. Travel will be required for this role.

The Housing Navigator will be responsible to:

- Collaborate with the Housing Manager and Band Manager to develop and implement effective strategies that support the housing needs of Whitefish River First Nation members.
- Provide guidance and assistance to members and families in their search for appropriate housing options, both on and off-reserve.
- Offer support and resources to individuals interested in purchasing a home, providing valuable information on the process and available programs.
- Conduct assessments to accurately determine the unique housing needs and preferences of members, ensuring personalized assistance.
- Stay up-to-date with housing policies, programs, and legislation, ensuring accurate and precise information is provided to members.
- Facilitate connections with relevant agencies, organizations, and programs, enabling members to access crucial housing-related resources and support services.
- Collaborate with community partners and service providers to develop engaging housing workshops, information sessions, and related initiatives.
- Other duties as requested. For a complete job description email hrmanager@whitefishriver.ca

QUALIFICATIONS:

- Preferably possess a background in social work, community services, or another related field.
- Commitment to supporting the housing needs of Whitefish River First Nation members.
- Excellent interpersonal and communication skills, enabling effective engagement with individuals and families.
- Knowledge of housing policies, programs, and resources applicable to Indigenous communities is highly valued.
- Proficient in conducting thorough assessments and providing personalized recommendations based on member preferences and needs.
- Strong organizational skills to maintain accurate records and documentation.
- Proven ability to establish and nurture collaborative relationships with community partners and service providers.
- Flexible and adaptable, capable of delivering mobile services and traveling within the community and surrounding areas.
- Familiarity with Indigenous housing programs for both on and off-reserve members is advantageous.
- Must be highly self-motivated with an ability to work independently.
- Willingness to work flexible hours, including evenings and weekends as needed.

APPLICATION DEADLINE: FEBRUARY 5th, 2024 at 4:30 p.m.

Interested applicants must submit a current cover letter, resume, two (2) work-related references, and one (1) character reference (with contact information) to:

CONFIDENTIAL: HOUSING NAVIGATOR

c/o Human Resources

Whitefish River First Nation

17-A Rainbow Ridge Road, P.O. Box 188; Birch Island, ON POP1A0

Email: jobapplications@whitefishriver.ca Fax: (705)285-4532

Miigwetch to all who apply, however only those applicants selected for an interview will be contacted.