

### Program Worker, Meeting Place

West Neighbourhood House, formerly St. Christopher House, is a multi-service, neighbourhood-based agency that has served the diverse communities of downtown west Toronto since 1912. The central purpose of West Neighbourhood House is to enable less-advantaged individuals, families and groups in the community to gain greater control over their lives and community.

The Meeting Place exists to rebuild healthy community by working with adults who experience poverty, social isolation or who have been excluded from meaningful participation in society, and to challenge broader society in order to transform conditions which create and maintain poverty and homelessness. The Meeting Place is seeking a Program Worker to work in a multi-faceted team, using a community development approach, in the development and implementation of programs that empower homeless, under-housed and socially isolated adults including Aboriginal men and women as well as people from other ethno-specific groups.

#### Responsibilities:

- Ensure the safe and comfortable operation of the drop-in through cohesive work with staff team members;
- Facilitate member participation in group work, in the development of programs and in advocacy initiatives through the use of community development strategies;
- Offer and facilitate referral support to members wanting to access social assistance, housing, health, legal and other services and systems;
- Advocate on behalf of individuals experiencing difficulties with social assistance, health, legal and other services and systems;
- Work with other drop-in centres and community agencies to address issues of poverty and homelessness in the community;
- Participate in community based networks and provide leadership to education, information and advocacy initiatives related to issues faced by low-income and homeless adults;
- Facilitate member involvement in groups which focus on advocacy initiatives relevant to the lives of members;
- Assist in the collection and maintenance of daily records and statistics, petty cash, purchase of supplies, financial and narrative requirements related to funding and advocacy;
- Assist in the development, implementation and evaluation of new program ideas;
- Participate as a member of the Adult Community Programs Unit in appropriate West Neighbourhood House staff meetings, workshops and cross-agency initiatives;
- Work in and contribute to the life of the staff team through high level of active participation in staff meetings, retreats, debriefings and program events.

#### Qualifications:

- B.S.W. or equivalent training and experience in a drop-in or similar setting;
- 2 – 4 years of experience in front-line community work with low-income and homeless people;
- Strong ability to work in collaboration with a multi-faceted team as well as independently;

---

West Neighbourhood House is an equal opportunity employer. We thank all applicants, but only those candidates to be interviewed will be contacted.

## Internal Job Posting

---

- Demonstrated experience working with Aboriginal participants and with culturally specific programming;
- Strong understanding and analysis of anti-oppression and anti-discrimination work, with practical experience;
- Demonstrated effective problem solving, de-escalation skills and crisis intervention skills;
- Experience in one-to-one individual support and small and large group facilitation;
- Experience in undertaking client and systemic advocacy;
- Experience facilitating health and wellness and harm reduction groups;
- Demonstrated experience working in a multi-disciplinary team in an environment similar to a drop-in setting;
- Demonstrated knowledge and experience in addressing issues and barriers faced by adults living in poverty, experiencing oppression, homelessness, social isolation, mental health issues, addictions & systemic issues;
- Experience working with diverse multi-racial communities;
- Knowledge of community-based services available in Toronto;
- Possess strong interpersonal, communication, organizational and computer skills;
- Ability to speak a second language is an asset;
- Possession of a Driver's License is an asset.

**Status:** Six Month Contract  
**Start Date:** ASAP  
**Hours:** 35 per week (rotating schedule including weekends)  
**Rate:** \$24.51  
**Unit:** Adult Community Programs  
**Immediate Supervisor:** Community Engagement Leader  
**Posting Date:** May 15, 2019  
**Closing Date:** May 23, 2019  
**Note:** West Neighbourhood House provides accommodation during all parts of the hiring process, upon request, to applicants with disabilities. Applicants should make their needs known in advance.

**Please reply in writing by 5:00 p.m. on the closing date to:**

Community Engagement Leader, Meeting Place  
588 Queen St. W.  
Toronto, Ontario M6J 1E3  
Fax: (416) 504-3047  
[patriciael@westnh.org](mailto:patriciael@westnh.org)