

**COMMUNITY PROGRAMS LEAD - INDIGENOUS PROGRAM  
(The Meeting Place Drop In)**

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

The Meeting Place Drop-in is a program of West NH, which offers a welcoming, and accessible community space to street involved and precariously housed adults, many of whom are living with mental health and/or substance use issues.

**West NH is actively seeking applications from all Indigenous communities, persons with disabilities, women and persons of all sexual orientations and gender identities/expressions. Applicants with lived experience as a participant of West NH programs, or related programming from similar organizations, are also strongly encouraged to apply.**

**West Neighbourhood House will provide accommodation throughout the recruitment & selection process to applicants with disabilities. During any stage of the recruitment process, please indicate the nature of any accommodation(s) you may require. Any information received relating to accommodation measures will be addressed confidentially.**

**RESPONSIBILITIES:**

- Provide leadership and support to the drop-in program in collaboration with the drop in Team.
- Lead groups and other programs focused on Indigenous communities and cultural practices.
- Participate in community-based networks and tables that focus on education and advocacy initiatives related to issues faced by low-income and homeless Indigenous adults.
- Provide information and referral support to members that support their goals and needs.
- Conduct community outreach to identify and support the needs of participants.
- Develop, implement and monitor program initiative and outcomes.
- Maintain program documentation, statistics, centralized files, and electronic database records.

**QUALIFICATIONS:**

- B.S.W. or equivalent training and experience in a drop-in or similar setting.
- Minimum 1 year experience in front-line community work with low-income and homeless people.
- Has ability to work from and within and anti-oppressive and anti-racist framework.
- Demonstrated knowledge, understanding and analysis of the presenting issues and barriers faced by Indigenous people.
- Knowledge in developing and implementing culturally specific programming and ceremonies for Indigenous adults.
- Strong knowledge of the impact of trauma.

## Internal Job Posting

- Comprehensive understanding in restorative justice practices.
- Demonstrated experience in individual client and systemic advocacy.
- Knowledge of crisis intervention and conflict resolution and harm reduction practices.
- Possess strong communication, interpersonal and time management skills.
- Strong computer literacy skills.
- Knowledge of a second language relevant for the catchment area is an asset.
- Ability to work some evenings and weekends.

**Status:** Permanent Full Time (Bargaining Unit Position)  
**Start Date:** ASAP  
**Hours:** 35 hours per week  
**Rate:** \$25.44 per hour (4 weeks vacation, paid sick days, 3 floater days, full benefits package after 3 months, Multi-Sector Pension Plan after 6 months)  
**Unit:** Adult Community Programs  
**Immediate Supervisor:** Team Leader, Community Programs  
**Posting Date:** May 10, 2022  
**Closing Date:** May 17, 2022  
**Note:** **All West Neighbourhood House employees are required to be fully vaccinated as a condition of hire in accordance with the West Neighbourhood House Covid-19 Vaccination Policy.**

**Please submit your resume by 5:00 p.m. on the closing date to:**

Manager, Community Programs  
588 Queen Street West  
Toronto, Ontario  
M6J 1E3  
[selinade@westnh.org](mailto:selinade@westnh.org)