



Hamilton Regional Indian Centre Employment Opportunity

Closes: Posted until filled

The Hamilton Regional Indian Centre is currently accepting applications for 2 full time **Landlord Liaisons**.

The Hamilton Regional Indian Centre (HRIC) is a large Indigenous not for profit organization. We are culturally based and committed to driving positive change for the community. As a staff member of HRIC you will have opportunity for professional growth, access to Elders and Traditional Knowledge Keepers and a generous benefit package. We strive to uphold pre-colonial management and policy structure, while being supportive and maintaining a positive work atmosphere.

The Landlord Liaison, under the direction of the Executive Director, will be responsible for leading an effort to effectively market the HRIC housing programs to new and existing landlords and property managers with the goal of expanding the number of units available to program participants. The Landlord Liaison will identify permanent housing units in the rental market in the Hamilton area, develop partnerships with landlords to overcome barriers that prevent participant households from obtaining permanent housing, working closely with the Urban Indigenous Homeward Bound Navigators and other HRIC staff to ensure participants can access and sustain housing.

The Landlord Liaison will also be responsible for community education on the topics of eviction prevention, landlord and tenant rights and responsibilities and will act as a resource to program participants.

QUALIFICATIONS:

- College diploma in Social Services, Indigenous Studies or a combination of relevant education and experience;
- 3-years experience within the housing sector;
- 3-years experience working within an Indigenous organization is an asset;
- Strong understanding of the barriers to accessing and maintaining housing from an Indigenous perspective;
- Demonstrated ability to coordinate landlord outreach efforts with local partners that include apartment associations, tenant councils and other community partners with an emphasis on recruiting additional property owners;
- Ability to develop and implement workshops, groups and surveys;
- Knowledge of Indigenous and non-Indigenous community supports and services;
- Strong knowledge and awareness of Indigenous culture and history, with particular emphasis on the impacts of trauma;
- Strong communication, listening and interview skills, critical thinking and problem-solving capabilities;
- Sufficient skills in the use of Microsoft Office and 365;
- High flexibility with strong interpersonal skills that allow one to work effectively in a diverse environment;
- Demonstrated ability to build and maintain lasting working relationships;
- Valid driver's license with clear driving record and have access to reliable transportation is an asset;
- Non-violent Crisis Intervention training and experience is an asset;
- First Aid/CPR certification or be willing to be certified; and,
- A clear Criminal Reference Check (CPIC) with a Vulnerable Sector Search (VSS) will be a condition of the employment offer.



Hamilton Regional Indian Centre Employment Opportunity *Closes: Posted until filled*

Hours of Operation: Monday to Friday 9am to 8pm (8-hour shift within these hours of operation), occasional evenings/weekends

SALARY: \$51,841.00

HRIC is a highly flexible organization offering additional compensation including 5 paid cultural days, 4 paid holidays beyond mandatory Employment Standards, paid shutdown over the Christmas holiday week, and health benefits. HRIC health benefits are offered to full time permanent employees, employees will be able to enroll upon the successful completion of their (3) three-month probationary period.

HRIC is committed to providing a barrier-free work environment in concert with the Accessibility for Ontarians with Disabilities Act and the Ontario Human Rights Code. As such, Hamilton Regional Indian Centre will make accommodations available to applicants with disabilities upon request during the recruitment process.

HRIC strives to ensure that its employment practices are free from direct and indirect discrimination and is committed to upholding the human rights of those participating in the hiring process. In pursuit of this commitment, Hamilton Regional Indian Centre will not condone or tolerate any acts of discrimination or harassment under any of the grounds protected under human rights legislation. This commitment extends to the hiring process and throughout the course of employment.

Since this position is engaged primarily in serving the interests of Indigenous people, HRIC shall give preference to Indigenous people who possess the requisite skill sets and experience.

Please submit a cover letter, resume, 3 references to jobs@hric.ca or in an envelope marked **CONFIDENTIAL** to:

Human Resources
Hamilton Regional Indian Centre
34 Ottawa Street North, Hamilton, Ontario L8H 3Y7
FAX: 905-548-0024