



BRANTFORD NATIVE HOUSING

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JOB TITLE: Point-in-Time (PiT) Count Coordinator, Brantford Native Housing

TYPE OF POSITION: 13 Week Contract - January 2018 to end of March 2018

HOURS OF WORK: 40 hours per week, combination of days and evenings

SALARY: \$20.00 per hour

Overview:

The Point-in-Time Count Coordinator will plan and execute the Brant/Brantford 2018 homeless PiT Count at the direction of Brantford Native Housing, Community Relations Administrator and the Point-in-Time Count Planning Committee.

Summary:

Prior to the end of March of 2018, Brant/Brantford will participate in the Point-in-Time Homeless Count supported by the Government of Canada's Homelessness Partnering Strategy. The Point-in-Time (PiT) Count serves two functions:

- First - to count the number of people experiencing homelessness in Brant/Brantford over a specified period.
- Second - to gather information on the demographics and service needs of the local homeless population.

Through a snapshot of homelessness, the PiT Count will help us to better understand homelessness in Brant/Brantford. With successive counts, we can measure our progress in ending homelessness in our community.

The PiT Count Coordinator will plan and implement the Brant/Brantford PiT Count, in consultation with the PiT Count Committee. The Coordinator will be responsible for:

- Designing the PiT Count methodology, in compliance with HPS' minimum requirements;
- Mobilizing the homeless serving-sector;
- Leveraging community support and participation;
- Recruiting and training volunteers;
- Ensuring the safety of volunteers and participant;
- Coordinating data input and analysis;
- Preparing the final PiT Count report for submission to Brantford Native Housing.

NON PROFIT URBAN NATIVE HOUSING
318 Colborne Street East
Brantford, Ontario N3S 3M9

Qualifications

Educational Requirements:

- Post-secondary education with experience in project management, social work, community planning, health, and/or research will be considered an asset.
- Knowledge and expertise in one or more of these areas may be satisfied through a combination of education, training and/or previous experience.

Experience Requirements:

- 2-3 years of experience in housing or homelessness, or a related field. Applicants must demonstrate an understanding of issues related to homelessness. Direct experience working with individuals experiencing homelessness is an asset.
- Experience coordinating community projects, programs or events
- Familiarity with volunteer recruitment, training and management

Other Assets

- Knowledge of/experience with populations affected by homelessness. For example: Indigenous Peoples, LGBTQ2S Youth, Racialized Communities and persons struggling with issues surrounding addictions, mental health and the justice system.
- Demonstrated ability to work with diverse partners, government and other stakeholders
- Experience in effective management of crisis situations
- Knowledge of survey design and/or quantitative research methods
- Experience working with the media
- Excellent oral and written communication skills
- Superior presentation and public speaking skills
- Valid class G license and access to reliable vehicle

Your complete application package must include a cover letter, resume, and the names of at least 3 work -related references. Please ensure that "**PIT Count Coordinator**" is quoted in the email subject line.

Submit applications to Cheri Martin, Office Administrator: cmartin@brantfordnativehousing.com

Posted on: November 24, 2017

Closing Date: December 7, 2017 – 12:00 noon

Only those selected for an interview will be contacted. Priority consideration is given to Canadian Citizens and permanent residents in Canada. We are committed to Employment Equity and encourage applications from all qualified candidates.