

Job Posting - Housing Worker

Interviews will be ongoing with qualified candidates as resumes are received.

Position Overview:

The Housing Worker works to fulfill the mandate of Kinbrace's Housing Program. This role will help newly arrived refugee claimants transition from homelessness into transitional housing at Kinbrace, and then into safe and secure permanent housing in BC's Lower Mainland and Fraser Valley.

About Kinbrace:

The Kinbrace community welcomes refugee claimants with housing, education, and support. Located in Vancouver, BC, Kinbrace contributes to the welcome of refugee claimants across Canada.

Kinbrace's dream for each refugee claimant is a world of welcome, a community of belonging, and a life of opportunity.

The Kinbrace community is rooted in the Christian tradition, drawing its inspiration from the ancient summons to

- welcome as we would want to be welcomed
- trust the stranger
- engage opportunities for personal, systemic, and cultural transformation
- celebrate the gift of life we share, and
- be attentive to the mystery and love of God.

We respond to these summons with humility and generosity, hand-in-hand with diverse others, together expressing values and action that lead to justice and dignity with and for those seeking refuge and protection.

Learn more at www.kinbrace.ca

Position Terms:

- 6-month contract (paternity leave cover)
- 30 hours per week
- \$25.00/hr + 17% in lieu of benefits

Reports to:

- Director of Operations

Supervises:

- Housing Volunteers

Location:

- Metro Vancouver, BC, Canada

Position Responsibilities

- Works in Kinbrace's Housing Program for Refugee Claimants
 - Receive and screen housing referrals from partner organizations

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- Meet, orient, and set expectations for refugee claimants in need of housing
 - Manage transitions in and out of Kinbrace's transitional housing
 - Manage tenancy agreements, intent to rent documents, and rental payments while claimants are living at Kinbrace
 - Work with refugee claimants to find safe, affordable and permanent housing
 - Work with refugee claimants to fill out housing applications to BC Housing and other subsidized housing providers
 - Establish refugee claimants in their new permanent housing
 - Help claimants move out of Kinbrace
 - Acquire furnishings
 - Set up utility accounts (BC Hydro, Fortis BC, etc)
 - Connect refugee claimants to key resources in their new communities
 - Enroll children in school
 - Introduce to local settlement services
 - Transfer welfare file to local office
 - Provide one year of relationship support between refugee claimants and their new landlord
 - Create and maintain relevant housing related resources for refugee claimants
 - Identify gaps in housing knowledge of refugee claimants
 - Research, create and maintain housing related resources to help fill the housing knowledge gaps of refugee claimants
 - Maintain detailed reporting on outcomes and indicators of the Housing Program
 - Organize and lead orientation tours of BC's Lower Mainland
- Volunteer Management
 - Train, check-in, and support housing and employment volunteers
 - Complete other duties as assigned by the Director of Operations

Skills:

Candidate Qualifications

- Exceptional communication skills (both written and orally, in English)
- Proficient in communicating with people who have limited English skills
- Comfortable communicating with people via an interpreter
- Second language an asset
- Strong relationship building capacity
- Proficient with financial tasks (budgeting, processing rent)
- Possesses valid Class 5 BC driver's license
- Experience with driving moving trucks or willing to learn (Small/Medium size)
- Some flexibility in schedule (occasional weekends and evenings)
- Grounded in a personal community of support (i.e. Friends, Family, Faith group etc.) who can help the candidate process any stress or grief associated with engaging the realities of forced displacement.
- Knowledge of the refugee claim process an asset

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- Physically able to help people move (i.e. lifting furniture)

Candidate Attributes

- Exemplifies, and actively lives into, the core values of Kinbrace: Welcome, Trust, Mutual Transformation, Celebration and Prayer
- Strong organizational skills and the ability to juggle multiple balls simultaneously
- Deep integrity and humility
- Loves working with people and meeting new people
- Strong team player
- Advocating spirit
- Attention to detail
- Astute listener and exceptional people skills
- Patient
- Empathetic
- Pragmatic decision-maker and creative problem-solver
- Comfortable in interfaith settings
- Highly developed social intelligence
- Highly developed emotional intelligence
- Highly developed cultural intelligence

Working Conditions / Environment:

- Requires travel to various locations in BC's Lower Mainland
- Flex desk space in the Kinbrace office
- Will require work on some evenings and weekends
- Attend, and lead on a rotating basis, weekly staff prayer practices
- Attend Tuesday Community Dinner (once monthly, at minimum. One evening per month is considered paid staff time)
- Cook the Tuesday Community Dinner main dish, approximately once every 2 months
- Lead the "welcome and announcements" at the Tuesday Community Dinner (as part of a rotating cycle, with the rest of the staff team)
- Attend yearly Thanksgiving dinner (the Saturday before Thanksgiving)
- Attend yearly Kinbrace camping trip (Friday - Sunday at end of June)
- Attend weekly staff meeting

Interested in applying?

Apply with a cover letter and resume.

In your cover letter (maximum two pages), please:

- Reflect on Kinbrace's five Core Values (www.kinbrace.ca/our-values/).
 - Which core value resonates most with you and why?
 - Which core value feels distant or difficult for you to pursue and why?
 - Briefly discuss why these two core values (the one most resonant and the one most distant to you) matter in the context of forced displacement.
- Describe why you are applying and how you see yourself being a good fit for this role.

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- If you have any experience with people who have lived the refugee experience, we would love to hear about it.

Checklist for your application:

- Cover letter (as above)
- Your resume
- Send to apply@kinbrace.ca
 - In the subject line write: Your Name, Housing Worker Application

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Three references will be requested if you are invited to the interview stage.

While we sincerely appreciate all applications, only those candidates selected for an interview will be contacted.