

## **JOB DESCRIPTION**

### ***HOUSING VOLUNTEER***

**Position Title:**  
Housing Volunteer

**Position Overview:**

Kinbrace is BC's longest-serving housing provider for refugee claimants, offering dedicated support and accessible educational resources across Canada in multiple languages. Kinbrace's Housing Program involves welcoming newly arrived refugee claimants into transitional housing at Kinbrace, followed by working alongside them to find dignified, affordable, permanent housing, somewhere in BC's Lower Mainland. Housing Volunteers will offer support to program participants as they search for and move into permanent housing.

**Reports To:**  
Settlement Lead

**Position Responsibilities:**

Orientation and housing search:

- Help orient newcomers to the Lower Mainland
- Explore housing opportunities (by transit or car)
- Accompaniment to view housing opportunities

Help needed on moving days:

- Accompaniment with travel to new homes
- If able, lifting furniture in and out of trucks
- If able, drive U-Haul or Modo vehicle

**Key Skills, competencies and knowledge areas:**

Strong interpersonal and communication skills  
Demonstrates strong privacy and confidentiality boundaries  
Comfortable in interfaith settings  
Proficiency in languages other than English an asset

**Position Terms:**

Flexible number of days per month, and flexible number of hours per day  
Minimum 6 month commitment  
Complete a Kinbrace Volunteer application form, and provide 2 references  
Complete a Police Record Check and sign a Code of Conduct and Confidentiality Agreement  
Requires travel to various locations in BC's Lower Mainland  
Demonstrated commitment to the Kinbrace mandate (Mission, Vision, Core Values)

***If helping with driving U-Haul or Modo vehicles:***

Possess a valid Class 5 BC Driver's License  
Provide a drivers' abstract to Kinbrace

**To Apply:**

Please download the Kinbrace Volunteer Application form at: <https://kinbrace.ca/volunteer/>  
Please email the completed form to Derek Chu at the following e-mail address: [derek@kinbrace.ca](mailto:derek@kinbrace.ca)  
If you have any other questions, please also feel free to email Luke before completing the application.  
Thank you for your interest!