



Tenant Programming Intern Internal and External Opportunities Brief

Position:	Tenant Programming Intern - Term Position
Reports to:	Manager MAP + Manager Housing First
Location:	2131 Gottingen St + 5457 May St
Hourly Pay Scale:	\$18.00/hr
Work term:	1.0 FTE Summer position, June 2024-August 2024
Hours:	35 hours/ week for 12 weeks
Deadline:	June 7 th , 2024

About NECHC

The North End Community Health Centre (NECHC) was established in 1971 in response to an absence of primary health care and other health services in Halifax's North End. Located on Gottingen Street, we are in the heart of a unique and culturally diverse community. Today, governed by the North End Community Health Association, the NECHC is viewed by area residents as a "beacon of hope" in the community. Much more than a Primary Care Clinic, the NECHC has expanded in response to unmet needs of community members and is highly valued by its patients and clients and their families. NECHC provides services to those living on the margins of society, through MOSH, Housing First and a wide range of community outreach initiatives.

Vision

Strong community - healthy people.

Mission

We support health and well-being in our community through quality primary health care, education and advocacy in an environment in which people are treated with respect and dignity and there is equitable access to services and programs.

Values

Respect. Community. Compassion. Excellence. Innovation



Diversity, Equity and Inclusion Commitment

The North End Community Health Centre is committed to being an inclusive organization. We are working to ensure our organization represents the diverse people and communities we serve. Our position postings encourage members from the following communities to apply:

- 2SLGBTQIA++
- African Nova Scotian and/or people of African Descent
- Indigenous
- People with disabilities
- Language minorities
- People of Color and/or racially visible minorities
- Immigrant and refugee
- Connected to the North End of Halifax

In order to self-declare inclusion in equity groups please complete the self-declaration form available on our website at nechc.com/jobs and submit it with your resume and cover letter. Your declaration of membership in any of these equity groups will remain confidential.

Job Purpose:

The Tenant Programming Intern is responsible for supporting NECHC's Supported Housing teams in developing, implementing, and evaluating the various programs available to tenants. The Tenant Programming Intern is expected to support the facilitation of group programming based on the needs of the population. Programming may include life skills, education, recreation, art-based, food security and psychosocial opportunities. It is equally important for the Tenant Programming Intern to have an ongoing relationship with other community partners and resources.

Application Requirements:

The participant must be:

- between 15 and 30 years of age (inclusive) at the start of employment.
- a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the Immigration and Refugee Protection Act [S.C. 2001, c. 27]*; and
- legally entitled to work according to the relevant provincial/territorial legislation and regulations.



***International students are not eligible. Recent immigrants are eligible if they are Canadian Citizens or permanent residents.**

Key Duties and Responsibilities:

- Works with the Housing First and MAP staff to create a community needs assessment based on the feedback from individual houses.
- Develop a menu of programming for tenants within the supported housing portfolio. Programming to include: life skills, education, recreation, arts + crafts, cultural, food security and psychosocial programming.
- Lead, adapt and modify activities designed to meet the needs of participants.
- Build, develop and maintain effective relationships with all stakeholders of the program(s)
- Enters client information into database and monitors outcomes of the program(s); maintain detailed daily, monthly and/or quarterly statistics, draft program(s) reports and keep other program(s) related documentations in place, while maintaining confidentiality
- Engaged in planning, developing and evaluation of tenant programming.
- Create opportunities and Implement new initiatives to increase participant engagement and support innovative volunteer opportunities.
- Participate in organization wide activities and events.
- An empathetic and non-judgmental attitude towards those from diverse backgrounds.
- Ability to work independently with strong time management and organizational skills.

Judgement and Initiative:

- Committed to contributing to a team environment that strives for inclusive practices/approaches.
- Able to work with minimal supervision.
- Insightful to abilities and contribution to teams and impact on others.
- Committed to lifelong learning and professional development.
- Ability to learn from mistakes.
- Adhere to policies and procedures.



North End
**COMMUNITY
HEALTH CENTRE**

How to Apply

Those interested in applying for this position should send their cover letter and resume to employment@nechc.com by June 7, 2024.

We thank all applicants for their interest, only those selected for an interview will be contacted.

Note: Vulnerable sector criminal record check is required for all NECHC employees working directly with clients, participants, and patients.