



## **Case Manager – Housing First - Designated\*** **Internal and External Opportunity**

<b>Position:</b>	<b>Case Manager – Scattered Site</b> ( <i>unionized position under NSGEU Local 102</i> )
<b>Reports to:</b>	<b>Housing First Manager</b>
<b>Location:</b>	<b>5768 May Street, Halifax + HRM Outreach based</b>
<b>Hourly Pay Scale:</b>	<b>\$27.34 + benefits</b>
<b>Work term:</b>	<b>1 year term position</b>
<b>Hours:</b>	<b>37.5 hours per week, schedule determined by manager</b>
<b>Deadline:</b>	<b>April 15, 2025</b>

The North End Community Health Centre is committed to being an inclusive organization. To ensure our organization represents the diverse people and communities we serve, this position is designated for individuals who identify as **African Nova Scotians and/or people of African Descent**.

### **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](http://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:**

Housing First is a program of the North End Community Health Centre in Halifax. This program is funded both by the federal government under the Homelessness Partnering Strategy and the provincial government. All activities associated with Housing First will be managed by the manager of Housing First.

The Case Manager will provide ongoing support to individuals to exit homelessness as they secure and establish permanent housing. Working within the Case Management model, they will support these individuals in creating a personalized plan and goals. Case Managers will meet on a regular basis with the individuals on their caseload and provide the necessary supports for the participant to maintain housing stability and meet their personally developed goals.

### **Education and Experience:**

- Human services and/or relevant post-secondary education (ie-psychology, social work) in a related field is preferred and/or equivalent work experience.
- Experience working with people with lived experience.
- 2 years of experience working with participants at risk.



## **Position Responsibilities:**

- Develop and maintain strength-based recovery plans grounded in Housing First and Harm Reduction principles, monitoring progress.
- Manage a caseload of 15-30 individuals, providing temporary case management support as needed.
- Provide support in Place Based and Scattered Site housing to ensure housing stability.
- Assist individuals in locating housing, viewing potential properties, and completing applications.
- Facilitate transportation for participants and attend appointments as needed.
- Maintain accurate, timely documentation and ensure Housing First eligibility understanding.
- Advocate for participants, connect them to resources, and respond to crises promptly.
- Communicate effectively with service agencies, landlords, and the community.
- Support community-building events, attend team meetings, and maintain confidentiality.
- Represent the program professionally and adhere to Housing First guidelines.
- Collaborate with team members and agencies for optimal outcomes.
- Commit to organizational development and participate in internal initiatives.
- Ensure daily communication with the Manager and team, with flexibility to adapt as needed.

## **Professional Knowledge, Skills and Abilities**

- Strong understanding of systemic issues of homelessness
- Should have a solid understanding of the principles of Housing First and Harm Reduction
- Able to work effectively as part of a team.
- Must have a personal motor vehicle and valid driver's license to transport participants to and from services in the community.
- Staff schedules may include evening and weekend shifts.
- Must have superior interpersonal, communication and documentation skills.
- Should be self-motivated and able to work with minimal supervision.



North End  
**COMMUNITY  
HEALTH CENTRE**