



## Manager of Supported Housing – Brunswick Street Internal and External Opportunity Brief

<b>Position:</b>	Manager of Supported Housing (Non-unionized position)
<b>Reports to:</b>	Director of Supported Housing
<b>Location:</b>	Brunswick Street
<b>Annual Pay Scale:</b>	\$81,090 - \$95,016
<b>Work term:</b>	1-year term
<b>Hours:</b>	37.5hrs./week
<b>Deadline:</b>	April 22, 2025

### 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:

Brunswick Street Supportive Housing project provides 24/7, wrap-around support to 38 tenants who are 50+ to age in place. A multidisciplinary team of social workers, nurses, occupational therapist, physical therapist and continuing care assistants ensure each tenant has a support plan that meets the physical health, mental health and social needs. In addition, the team has housing support workers 24/7 to support tenants in maintain their tenancies and accessing services.

The Manager of Brunswick Street will oversee and coordinate services in a supportive living environment, catering to the 50+ population. This position ensures high-quality care delivery, compliance with regulations, and fosters a community-centered approach to health and wellness. The ideal candidate will lead a multidisciplinary team, manage resources effectively, and develop programs that meet the unique health needs of the residents. Must have a demonstrated knowledge of NECHC core principles of harm reduction.

## Education and Experience:

- Bachelor's or master's degree in health administration, Nursing, Public Health, Social Work or a related field.



- Knowledge of current changes and interventions in primary health care and the health care system generally.
- Knowledge of the communities living in and accessing services in North End Halifax.
- Understanding of principles of adult education with groups and individuals.
- Minimum of 3-5 years of experience in healthcare management, preferably in a supportive housing or senior care environment.

### **Position Responsibilities:**

This role combines a high level of autonomy when leading the multidisciplinary team while working collaboratively with other management-level positions. Areas of responsibility include:

#### **1. Leadership and Management**

- Oversee operations of 24/7 supportive living for tenants 50+.
- Supervise healthcare staff and implement policies for quality care.
- Conduct staff performance appraisals and ensure compliance with policies.
- Collaborate with HR on recruitment and retention.
- Align programs with NECHC strategic plan and attend leadership meetings. Meet regularly with direct report to focus on operational needs and creating pathways – solution focused, out of the box mindset

#### **2. Support and Care Coordination:**

- Monitor and evaluate support plans tailored to residents' physical, mental, and emotional well-being.
- Collaborate with external healthcare providers, specialists, and community organizations to address resident needs.
- Coordinate chronic disease management programs and health promotion initiatives.

#### **3. Resident, Community and Family Engagement:**

- Act as the primary point of contact for residents, community members/partners and their families regarding healthcare services and our program priorities
- Provide education and resources to promote healthy aging and self-management.
- Foster a positive, inclusive, and respectful environment for residents.



#### **4. Regulatory Compliance:**

- Ensure compliance with all applicable health and safety regulations, internal policies and procedures, licensing requirements, and standards of care.
- Conduct regular audits and quality improvement initiatives in partnership with the Property Manager and other identified Managers

#### **5. Program Development:**

- Develop and manage health and wellness programs tailored to the 50+ population, including fitness, mental health, addictions support, and social activities.
- Monitor program outcomes and adjust strategies to meet the evolving needs of the community.

#### **6. Financial Management:**

- Work closely with the Director of Supported Housing to deliver business planning and budget and resource management for the Brunswick Street project.
- Prepare and manage budgets for support services.
- Identify opportunities for cost savings while maintaining quality care.

#### **7. Other Duties as assigned**

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

- Strong leadership and team-building skills.
- Innovative problem-solving and collaborative approach.
- Deep understanding of aging population health and broad health determinants.
- Knowledgeable in community development, cultural competence, and housing-first principles.
- Skilled in human resource management, program development, and conflict resolution.
- Excellent organizational skills and basic computer proficiency (Word, email, internet, spreadsheets).
- Understanding principles of housing first and supported housing models, including harm reduction.

### **Physical Requirements and Work Environment**

- Visual acuity and good health are needed to perform job responsibilities.
- Constant interaction with people, some aggressive or verbally abusive.
- High cognitive demands including organization, judgement, analysis, time management, critical thinking, decision making, planning, and attention.



North End  
**COMMUNITY  
HEALTH CENTRE**

- Positive “can do” attitude and an appreciation that his/her actions impact patient care.
- Supportive, exciting and challenging
- Work takes place within a building that is people’s home.

### **Judgement and Initiative:**

- Able to work autonomously with critical thinking and sound judgment.
- Highly motivated, proactive, and creative.
- Committed to professional development and team learning.
- Manage a diverse team of healthcare professionals.
- Foster a collegial, collaborative relationship with all NECHC teams