

Cornerstone/LePilier Housing for Women
HEALTH TRANSITION NAVIGATOR
OUTREACH PROGRAM
Part Time 2 year Contract
(with possibility of renewal)

Job Ad

Cornerstone Housing for Women is a community organization dedicated to improving the lives of homeless women. We want every woman in Ottawa to have a safe, affordable place to call home, and we're making great strides in achieving this vision. In 2013, we were able to help more than 40% of the women who became homeless in Ottawa through our four residences which provide both emergency shelter and supportive long-term housing.

Our work is about moving women from homelessness to hope, healing and housing. Is that something you'd like to be a part of?

ABOUT THE JOB

We are looking for a Health Transition Navigator (HNT) to work out of our head office and residence at 314 Booth St., and report to our Outreach Manager. The HNT is the key member of our outreach team who takes the lead for identifying and developing comprehensive networks of health and wellness supports using a community development approach for women leaving Cornerstone shelter and housing.

A successful Health Transition Navigator at Cornerstone maintains positive relationships with the Outreach team, our clients and community health and wellness supports and ensures that each client moves toward a goal of achieving independence within a supportive community.

Here are some more specifics about the job responsibilities:

Program Development

- Identifies and develops comprehensive networks of health and wellness supports and community contacts
- Initiates and promotes partnerships and maintains positive relationships with community supports
- Works collaboratively with Cornerstone staff to encourage success of the program

Individual Support Plan Development

- Participates in the creation of comprehensive plan for clients to access health supports in the community
- Ensures clients are able to access health and other benefits to which she may be entitled
- Reviews and adjusts the plan through periodic reviews

Individual Client Support

- Ensures and facilitates the links between clients and required supports as identified in case plan
- Maintains a relationship of trust and respect with each outreach client
- Coaches and works with women individually and in groups to encourage participation and their ability to take charge of their own health and wellness

General Administration

- Contributes to the organization's activities to collect, analyse and report on data
- Preserves confidentiality of all organizational and client information
- Accurately records and provides timely reports on required performance
- Provides regular updates of clients' status
- Produces and maintains standardized program materials

Other

- Maintains and develops professional competence through continuing education
- Creates a positive working environment for all colleagues, clients, students and volunteers
- Follows all organizational policies and works in compliance with Occupational Health and Safety requirements.

ABOUT YOU

At a minimum, you have a university degree in a social services, health field or equivalent and at least three (3) years' full time experience (or equivalent) in development and delivery of health promotion programs using a community development approach; excellent knowledge of and ability to navigate Ottawa based health care systems; you have a valid driver's license with access to a vehicle; and you have a strong understanding of issues related to homelessness, including but not limited to poverty, mental illness, addictions, abuse, trauma, immigration and refugee issues.

Beyond that, we hope you also have strong skills in organization, time management, communication, negotiation, crisis intervention and problem solving and have solid internet and computer skills which will be necessary in the job.

We would also like to see that an empowerment philosophy underlies your creative and holistic approach to developing support networks and plans. Working independently and as part of a team should be an energizing opportunity for you.

Finally, it would be a bonus if you are also fluent in French with other languages also being an asset. You will need to successfully complete a criminal records check for the vulnerable sector.

WHY YOU SHOULD APPLY

If you were to ask someone working here why they love their role at Cornerstone, you would certainly hear about how rewarding it is to be a part of an organization that is making such an important difference for so many women.

You would also likely hear about how supportive and respectful our working environment is. We have a team that is truly collaborative and collegial – we enjoy working together to build strong relationships across the organization.

The great thing about this specific Health Transition Navigator role is its potential for creative input. As a member of the outreach team, you will be building the organization's outreach program in the area of health and wellness supports from the ground up.

We are an equal opportunity employer which encourages diversity. Accommodations will be made for applicants with disabilities according to the Accessibility for Ontarians with Disabilities Act and Human Rights Code of Ontario. We also have a few nice perks: mileage and program expense reimbursement, a training budget, and free parking at Booth Street. This is a part time position with hours to be determined, and an hourly rate of pay between \$22.00 and \$25.00 depending on experience.

HOW TO APPLY

Please apply through Charity Village by submitting a cover letter and resumé and by completing and attaching the requirements chart for this role by August 16, 2015. If you require any accommodation in the application process, please email your requirements to accessibility@cornerstonewomen.ca or contact the Cornerstone Administrator, Julianna Foster at 613-254-6584 ext. 502.

Thank you to everyone who applies. We will review applications as they are received, and really look forward to hearing from you. Only those selected for further discussion will be contacted.

Requirements Chart

Health Transition Navigator

Cornerstone/LePilier

This form must be completed and accompany your resumé.

Requirement	Please indicate through which organization(s) and duration training and skills were acquired	Why your training or experience is relevant to the requirement.
University degree in Social Services , health field or equivalent		
At least three (3) years' full time experience (or equivalent) in development and delivery of health promotion programs using a community development approach;		
Strong knowledge of and ability to navigate Ottawa based social service supports;		
Strong knowledge of and ability to navigate Ottawa based health care systems;		
Strong understanding of issues related to homelessness, including but not limited to poverty, mental illness, addictions, abuse, trauma, immigration and refugee issues;		
Current certifications in First Aid/CPR & AED, Suicide intervention, Non Violent Crisis Intervention, Health and Safety per OHSA requirements, WHMIS and Accessibility for Ontarians with Disabilities Act (AODA) requirements;		
English Required; Bilingualism preferred; Other languages an asset;		
Strong internet and computer skills with ability to work with Microsoft Office package and other data management systems		
Valid Ontario Class G Driver's license and use of a vehicle	Yes or No	n/a