



# OPTIONS BYTOWN

380 Cumberland Street • Ottawa, ON • K1N 9P3

## Job Description

**Title:** PACE Peer Support Worker

**Category:** Part time, 8 hours per week

**Supervisor:** PACE Coordinator

### Program and Position Summary:

The Peer Assisted Community Engagement Program (PACE) Peer Support Worker will provide enhanced community engagement, crisis intervention support, and capacity building in OCH communities to address mental health and wellbeing for individuals who reside in those communities. The Peer Support Worker will provide one-on-one supports as well as referrals to appropriate services. The Peer Support Worker is an individual who shares mutual experiences with the people who will be supported in this program. They will engage with individuals to build a quality working rapport, provide information, improve access to services and resources, and build community connections. PACE Peer Support Workers will work closely with team members as well as OCH and tenant leaders to identify capacity-building opportunities.

### Main Duties

- Promote mental wellness for all residents by linking tenants with supports where they live and in their local community, providing opportunities for socialization in safe spaces through programming and activities.
- Assist OCH tenants to access resources in the community to support their mental health and wellbeing
- Support OCH tenants to engage with recreational, leisure, cultural, or arts-based programming and opportunities offered through the PACE program
- Work within the OCH community, travelling between OCH buildings as required
- Liaise with Options Bytown and OCH staff, community partners and other PACE Peer Support Workers as required
- Communicate information that could affect the safety and well-being of tenants and staff upon direction of Options Bytown staff or the PACE Coordinator
- Participate in regular PACE team meetings
- Support the PACE program through data collection and record keeping
- Provide information on harm reduction and distribute materials such as NALOXONE and safer use items
- Other duties as required

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## Job Qualifications

- Must be a current OCH resident
- Lived experience of any of the barriers faced by individuals living in community housing
- Previous experiencing engaging in leadership or mentoring is considered a strong asset
- Complimentary training, education, and work experience are considered assets
- Ability to converse in languages in addition to English is considered a strong asset
- Vulnerable sector check *\*having a criminal record may not exclude you from the hiring process, all applicants with concerns about undergoing a record check are invited to contact HR for support in the application process.*

## Suitability

- Have a non-judgmental and inclusive approach in a variety of situations
- Knowledge of community development and community engagement
- Ability to work collaboratively with others in a team
- An awareness of the issues faced by individuals living in community housing
- Sensitive to cultural differences, as demonstrated in practice
- Ability to apply harm reduction principles in work with individuals
- Ability to engage in participant interactions, which negotiate complex boundaries of self-disclosure and appropriate working relationships.
- Basic knowledge and experience working with computers
- Be willing to debrief and check in regularly with the PACE Coordinator to support personal mental and emotional wellbeing

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This Job Description is a summary of duties for the position of PACE Peer Support Worker and is in no way an exhaustive list of duties.

Options Bytown is committed to providing quality services by establishing a qualified workforce that reflects the diverse population it serves. We encourage applications from all qualified individuals, including those with lived experience of homelessness, substance use, and/or mental health.

Options Bytown welcomes and encourages applications from people with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

Accessible formats and communications are available for applicants on request by contacting our Human Resources and Corporate Support Officer at [eteeter@optionsbytown.com](mailto:eteeter@optionsbytown.com)

This position requires you to work at all Options Bytown locations, in the community and in individuals' homes. This means exposure to sometimes-harsh environments; smoke, pests, clutter, verbal abuse and other adverse conditions. The employee must be ready to respond quickly and effectively to many types of situations, including crises and potentially hostile situations.

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