

**The Organization**

Housing Help is a non-profit charitable agency providing assistance to people in the City of Ottawa who are homeless, or at risk of homelessness, to access and maintain appropriate and affordable housing. Staff work with individuals and families to prevent evictions, resolve landlord and tenant disputes, educate tenants about their rights and responsibilities and help them find affordable rental housing when possible. Our funding comes from the Provincial and Federal Government.

**Services:**

***Information and Referral***

Immediate assistance with landlord/tenant information and housing search assistance is provided by the Intake/Reception staff to people who visit or call the office.

***Housing Loss Prevention***

Families and individuals who are at risk of homelessness work with a Caseworker to resolve their housing crisis. Staff provide support; information on landlord/tenants’ rights and responsibilities; mediation with landlords; representation at the Landlord and Tenant Board; and referral and access to community resources.

***Housing Search***

People who need housing are assisted with private market searches and applications for subsidized housing; referrals to appropriate support services; and follow-up to promote housing stability.

***Rooming House Community Worker***

Housing Help’s Rooming House Community Worker is a member of the City of Ottawa’s Rooming House Response Team who mandate is to address chronic problems at selected rooming houses. Tenants, landlords and neighbours are engaged in the process of resolving conflicts.

**Join our Board**

Housing Help is currently looking for several new board members who possess enthusiasm and commitment for giving back to the local community. Our board is a great introductory board as it does not require huge time commitments. We are a relaxed group of individuals who are committed to the overall wellbeing of the organization as well as supporting the rights of Ottawa residents in meeting their housing needs.

Responsibilities include:

* Ensuring the financial health of the organization
* Ensuring the organization has sufficient human resources
* Ensure effective community relations
* Direct organizational operations

Term: 3 Years

Commitment: Approximately 5 meetings a year (1 hr each),

Board of Directors shall serve without remuneration. No Director shall directly or indirectly receive any profit from occupying the position of Director. The Corporation may reimburse Directors for such expenses as are incurred.

If this sounds like something you would be interested in, we would love to hear from you! Please send your resume/CV to: Shea@housinghelp.on.ca

www.action-logement.ca