

POSITION TITLE:	LANDLORD ENGAGEMENT WORKER
REPORTS TO:	HOUSING SERVICES MANAGER

POSITION SUMMARY

Living in stable and affordable housing provides the foundation upon which people build their lives, improve health and participate in society. The Landlord Engagement Worker will help further the goals of Niagara Region Home For All 10 Year Community Action Plan by building a network of landlords and housing opportunities for low income individuals and families in Niagara Falls. This position will lead the development of a home sharing model for affordable accommodation, working in partnership with SpacesShared program staff.

LANDLORD OUTREACH

- Recruit participants interested in home sharing
- Create database of landlords with identified interest in working with Project SHARE to house individuals and families through private market rentals
- Facilitate partnerships between landlord and Niagara Falls residents in need of affordable housing
- Assist landlords with tenancy issues and help them identify solutions and resources

ADVOCACY, OUTREACH & COMMUNITY ENGAGEMENT

- Network in the community and research available housing options
- Educate community on home sharing opportunities to house low income individuals
- Promote SpacesShared home sharing program to recruit landlord participants
- Maintain program social media channels for communication with interested parties
- View potential rental units and home sharing opportunities in community
- Participate in ongoing training, networking and learning through regular communication with partner agencies
- Work with fellow member agencies of the Niagara Consortium for Housing Stability to create a no wrong door approach to service

PROGRAM DEVELOPMENT

- Lead the creation of a home sharing program by working with SpacesShared platform
- Work with SpacesShared and Project SHARE staff to create promotional plan and materials including advertising, website and social media marketing

REPORTING AND EVALUATION

- Compile daily and monthly statistics for Project SHARE
- Collect regular feedback from interested parties and program participants to evaluate and adapt pilot project as needed
- Monitor program budget
- Manage grant objectives and reporting

KNOWLEDGE SKILLS & ABILITIES

- Passion for mission-driven work and personal values aligned with those of Project SHARE
- Concern for and interest in issues of poverty, housing, food security and/or social justice
- Ability to speak publicly and communicate effectively verbally and in writing
- Skills in computer and web applications including Microsoft Office, Microsoft Dynamics, Google sheets, and CRM databases
- Effective time management skills and the ability to be adaptable and flexible
- Exceptional project management skills to set goals and priorities, create/implement action plans and budgets, document, evaluate and learn
- Excellent organization skills and ability to multi-task.
- Knowledge of the issues of homelessness, mental health, and addictions
- Proven ability to work in a respectful and client-centered manner
- Ability to solve problems quickly, creatively and ethically
- Knowledge of landlord tenancy legislation

EDUCATION & EXPERIENCE

- Professional work experience in landlord recruitment & engagement
- Experience delivering community-based services to vulnerable populations.
- Post-secondary education in Social Services, Addictions & Mental Health or equivalent experience.
- Vulnerable sector police clearance certificate required
- Valid driver's license and access to a vehicle

WORKING CONDITIONS

- Local travel required to work within the community
- Overtime and weekend work may be required in specific circumstances.
- Required to interact with people of all abilities
- Ability to work independently and as part of a team
- Flexible, versatile, and able to adapt in a changing work environment.
- Interacts with employees, volunteers, external stakeholders and management with dignity, respect, and professionalism.

Interested candidates should send a resume and cover letter to Carrie DeWitt, Housing Services Manager at carrie.d@projectshare.ca

Project SHARE of Niagara Falls provides essential support services that improve the lives of Niagara Falls individuals and families in need. As a non-profit charitable organization, Project SHARE has been providing emergency food and support services to residents of Niagara Falls for more than 30 years. Our emergency food services provide food to individuals in Niagara Falls who are living below the poverty line. To end the struggle against poverty and empower those in need, Project SHARE offers 15 additional programs and services including housing and utility support, health, community gardens, learning opportunities and special programs that support families at Christmas and back-to-school. The acronym SHARE represents support, housing, awareness, resources, and emergency