



## **JOB POSTING AHI INTENSIVE CASE MANAGEMENT**

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### **GOAL OF POSITION:**

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The Intensive Case Management Team is responsible for direct implementation of AFCC Housing philosophy and policies as they pertain to AFCC Aboriginal Homeless Initiative Singles Housing Program. In compliance with AFCC Mission Statement, Goals and Objectives, Policies and Procedures.

Are you a relationship builder, team player and passionate about supporting individuals in securing housing options? The Intensive Case Management Team is part of the service delivery team of Aboriginal Friendship Centre of Calgary that empowers individuals through a collaborative exploration of a person's strengths, barriers, interests and goals. You will build and maintain trusting partnerships with landlords, community service providers and program participants in navigating affordable housing options and income funding. You will create individual service plans based on the Medicine Wheel, manage a caseload of 10-15 program participants and provide on-going support to participants through regular home visitation visits.

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### **Qualifications:**

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- Degree in a relevant social service practice or social science including but not limited to child and youth care, social work, addictions, psychology or sociology. Must have prior knowledge of Aboriginal Cultural practices and experience with Aboriginal Ceremonial practices.
- Extensive knowledge of current housing options.
- Extensive knowledge of the Aboriginal Community Resources.
- Effective interpersonal and verbal/written communications skills.
- Experience in residential care settings.
- Experience in outreach services to Aboriginal Homeless people.
- Computer skills and HMIS system
- Familiar with the housing first model of care.
- Good documentation skills.
- Minimum 2 years work experience.
- Valid Alberta Driver's license, reliable vehicle and good driving record.
- Police Info Check (PIC) & Intervention Record Check.



## KEY RESPONSIBILITES:

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- Assist AHI Clients to complete client information/intake assessment based on their strengths, interests, and goals using the Medicine Wheel Action Plan
- Assist, support, educate and direct AHI Clients in organizing accommodation search and support clients with re-housing procedures as required
- Assist AHI clients in navigating and accessing appropriate income funding available from Federal and Provincial Government sources
- Provide on-going assistance to AHI clients transitions in to their communities to access support services related to physical, emotional, spiritual and mental health needs
- Coordinate access for start-up kits and furniture for AHI clients moving into their own accommodations.
- Provide support and referrals to clients with addictions, mental health and behavior management issues.
- Provide education with regard to the "Landlord and Residential Tenancy Act".
- Promote Aboriginal Homelessness Initiative Singles Housing Program to potential property management organizations or landlords. As well as maintain positive working relationships with landlords through regular contact and support
- Develop written and electronic case notes and documentation using Homeless Information Management System (HMIS) and regularly complete mandatory HMIS reporting assessments.
- Meet competing deadlines with your ability to multi-task while managing multiple priorities
- Engage and communicate with a variety of different community members while building professional and trusting relationships
- Other duties as required within AFCC as a whole

**Competitive Wage - Based on Experience.**

**40 hours per week, Monday to Friday 8 am - 4pm**

**SUBMIT RESUME WITH A COVER LETTER TO:**

Aboriginal Friendship Centre of Calgary @ 316 7 Ave SE Calgary AB

Mailing Address: PMB #137 @ 100, 111 – 5<sup>th</sup> Ave SW T2G 2C4

Fax: 403-270-7172

Email: Cynthia Leechuy, [CLeechuy@afccalgary.org](mailto:CLeechuy@afccalgary.org)

**Submission Deadline:** October 18, 2022 4pm