

**Job Posting – Internal/External****POSITION:** Housing Case Manager – Anishnawbe Wigwam Nooddimoshin

Original People's Housing Help

**LOCATION:** Sagatay**SHIFT:** 8am to 4pm**SALARY:** \$60,000.00 Per Annum

**Na-Me-Res** (Native Men's Residence) located in Toronto, is a diverse, multi-service organization. Through a culture-based approach that addresses the holistic needs of its clients, Na-Me-Res' mission is to provide temporary, transitional and permanent housing to Indigenous men experiencing homelessness in Toronto, while providing outreach and support services to the broader Indigenous homeless population.

**MAIN FUNCTION:**

The Case Manager will provide confidential case management services that address the basic daily needs of clients housed across four Namer's housing sites. They will assist clients to be self-sufficient, while maintaining housing with the resources required to enhance the quality of their lives. The Case Manager will also provide daily supports through traditional teachings, connect clients with community resources, and Elders in the community.

**DUTIES AND RESPONSIBILITIES:**

- Completing intakes, assessments and developing personal case plans
- Implementing individualized case plans with an emphasis on collaborative goal setting
- Determining appropriate services, completing referrals to meet clients' needs and engaging in necessary follow up
- Collaborating with appropriate community service partners as part of an inter-disciplinary case-management team to meet the goals of the personal case plans
- Maintaining concise, up to date case notes and organized client files
- Develop short- and long-term goals to maximize a client's chances of remaining successfully housed
- Provide tenant/housing provider mediation service supports as required and any other interventions that may be necessary
- Assess client's health and identify life skills needs
- Ability to identify and manage crisis situations, facilitate conflict resolution and de-escalation
- Providing statistical data to the Program Manager on a timely and regular basis
- Assisting in development and implementation of relevant programming
- Provide all reports to City of Toronto and Na-Me-Res as required
- Other related duties as identified by the Program Manager

**REQUIREMENTS:**

- 3-5 years' experience working in a social service setting
  - Post-secondary diploma or degree in a related field
  - Successful candidate to provide a current (dated within the last 90 days) CPIC as a condition of employment
  - Strong crisis intervention and problem-solving skills
  - Excellent interpersonal and communication skills
  - Computer literacy including demonstrated competence with Microsoft Office (experience with database software is an asset)
  - An understanding of Indigenous history, traditions, culture and approaches
- The following skills are an asset:*
- Valid Ontario G class driver's license and a clear driving abstract
  - First Aid/CPR certified

**Na-Me-Res** encourages Indigenous applications (First Nation, Metis and Inuit). We thank all applicants, however, only those selected for an interview will be contacted. If you are invited to an interview and require accommodation, we will make every effort to accommodate you.

**CLOSING DATE:** September 30, 2025, at 5pm.**(Hand delivered applications will not be accepted, please no phone calls)****A resume and cover letter can be mailed, faxed or emailed to:**

Human Resources

26 Vaughan Road, Toronto, ON M6G 2C4

**Fax #:** (416) 652-3138 / **Email:** [jobs@nameres.org](mailto:jobs@nameres.org)