

QOMQEM COASTAL CONNECTIONS  
INDIGENOUS HARM REDUCTION & HEALTH SERVICES



**QomQem Housing Coordinator**

QomQem Coastal Connections is a grassroots Indigenous-led outreach program that developed in partnership with Peers Victoria Resources Society. We offer harm reduction and health care services to Indigenous peoples who are unhoused, precariously housed, and who may be using substances and/or alcohol. This position is posted for 35 hours per week. The rate of pay for the housing coordinator position is \$33 per hour. Shifts will generally be Monday-Friday with the possibility of some weekend shifts. The position is funded by Reaching Homes until March 31, 2025 with the possibility of funding renewal. This position is focused on supporting Indigenous folks who are unhoused or precariously housed to obtain and maintain housing as well as support with basic needs and eviction prevention.

**Requirements for Housing Coordinator:**

- Supporting individuals to locate market, supported, and subsidized housing
- Supporting individuals to complete BC Housing and other forms related to acquiring housing and related supports
- Attend housing placement meetings and other meetings in the region to represent QomQem in collaborative housing planning for persons served;
- Liaising with income assistance workers and helping program participants to connect to services and resources in the community related to culture and other social supports
- Liaising with shelter staff and other housing service providers to provide collaborative support to participants
- Meeting participants in a variety of locations and contexts with flexibility and understanding of individuals' needs and abilities
- Assisting individuals with basic needs supports, including purchasing clothing, hygiene and household items
- Case management, documentation of individual contacts, tracking and financial reporting in accordance with funder expectations;
- Making referrals to QomQem's cultural team to offer cultural supports if needed

**Outreach Duties include:**

- Offer outreach supports to unhoused individuals who are couch surfing, camping or precariously housed: provide harm reduction and overdose prevention supplies and basic necessities (food, camping gear, hygiene supplies, water etc.);
- Work alongside peer outreach staff while learning from and mentoring the peer staff on daily outreach shifts. You will be working in pairs while doing outreach shifts and driving with peer-based outreach staff if they do not have a vehicle;
- Support the work of hosting cultural events that are led by QomQem or other events that involve community partners (such as wellness days, seafood feasts, etc.). Support program participants in taking part in these cultural events by sharing information, providing options for rides etc. Also collaborate to organize community events such as

dinners, picnics etc. and work to build relationship with Indigenous folks that we support;

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- Liaise closely with other service staff in related to housing, harm reduction, and health care organizations and remain aware of service opportunities, to participate in collaborative advocacy and to optimize client referral processes, and co-delivery of supports;
- Report to the Director of QomQem Coastal Connections;
- Adhere to the Peers Victoria Policy manual and Attendance at the monthly staff meetings.

**Skills/Qualities:**

- Ability to work with diverse Indigenous people from many nations, while respecting the governance, culture and protocols of local Coast Salish and Island Nations including the LKWUNGEN, WSANEC, Coast Salish, Kwakwaka'wakw and Nuu-chah-nulth nations;
- Strong administrative support skills related to managing emails, coordinating & leading events, and managing appointment times with people that we support;
- Knowledge of local Indigenous and non-Indigenous social services including the housing system, income and food security supports that may benefit persons served;
- Strong understanding of the needs of unhoused individuals and knowledge on how to support this diverse community;
- Approachable, tolerant, non-judgmental, empathic, and calm in conflict or crisis;
- Knowledge of Indigenous approaches to substance use and harm reduction models and positive sexuality;
- Strong communication skills and a collaborative approach;
- Knowledge of diversity of local sex industry and ability to connect with target population;

**Job details:**

- 35 hours per week
- Pay is \$33/hr.
- Requires a valid BC driver license and preferably use of personal vehicle;
- Social service provision or equivalent experience in community support (2 years plus) or a certificate or degree in, but not limited to, Indigenous Studies, Indigenous Family Support Worker, Social Work, Political Science is an asset;
- Food safe is an asset and Vulnerable Sector Criminal Record Check is required;
- Position is funded through March 31, 2025 with the possibility of funding renewal.

If you are interested in this employment opportunity, please submit a resume and a cover letter that summarizes your relevant experience and skills by **Friday, August 16<sup>th</sup>** to [admin@qomqem.com](mailto:admin@qomqem.com). The position will remain open until a qualified candidate is found. This

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position will be prioritized for Indigenous people. It is beneficial to identify in the cover letter if you are Indigenous and have lived expertise or experience relevant to the position. We also encourage applications from people with diverse abilities and people representing diverse genders and sexualities.