



Lu'ma Native Housing Society

(translated from Salish as: New Beginnings)

Program Manager Lu'ma Native Housing Society		Job Posted: Monday, August 29, 2018 Closing Date: Monday, September 24, 2018
Region: Vancouver & Lower Mainland Location: Vancouver		Type: Full Time Salary: \$62,500, plus generous benefits and pension.
Job Posting		
Type:	Internal and External Posting	
Position:	Program Manager	
Hours:	Monday through Friday, 8:30 am to 4:30 pm	
Salary:	\$ 62,500, plus generous benefits and pension.	
Deadline:	Noon on Monday, September 24, 2018	
<p>The Opportunity:</p> <p>We are offering an exciting opportunity to become part of a passionately dedicated and skilled team that provides accountable and professional services to the residents of our Supportive Housing Program. Under the direct supervision of the Chief Executive Officer or designate, the Program Manager will supervise and support front line and custodial staff, as well as ensure effective program/service delivery consistent with Lu'ma's mandate, philosophy and policies, as well as the legal, contractual, budgetary and other requirements; and develop long-range program plans that meet the goals and objectives of the program.</p> <p>The Position:</p> <p>The position calls for a degree, diploma or certificate-level training in social services, public health or a related field, supplemented with recent, related progressive supervisory and management experience in a similar-sized program and environment, or relevant experience working as a front-line support worker having demonstrated leadership qualities in day-to-day work. The ability to create positive relationships with all stakeholders necessary to achieve program objectives and to demonstrate well-organized and strong leadership, is essential, as are excellent communication skills and the ability to be a skilled team player.</p>		

Celebrating 38 years of service to the Aboriginal Community

Aboriginal Homelessness Initiative Host Agency

Lu'ma Native BCH Housing Society

Community Voice Mail (CVM) Host Agency

First Funds Society (A Registered Charity)

Aboriginal Patients' Lodge (Awarded Best Practice)

Lu'ma Medical Centre Society

Aboriginal Youth Mentorship Project

Phone: 604-879-0811

Fax: 604-876-0999

Web: www.lnhs.ca

2960 Nanaimo Street, Vancouver, B.C. V5N 5G3

Key Areas of Responsibility:

- Select, orient, support and supervise program staff;
- Liaise and build relationships with other organizations in the community;
- Perform on-call duties and respond to program emergencies including after hours and on weekends;
- Attend community meetings and fundraising events;
- Collect rent, maintain current and complete tenant files, and keep an accurate and up-to-date rent roll;
- Meet the annual budget;
- Compile and submit consistently accurate payroll by deadline;
- Keep accurate records, files, log notes and statistical information per practice/policy; and
- Provide one-to-one and group support to participants in the program, including ex-residents.

Qualifications:

The successful applicant will have:

- A degree, diploma or certificate in a relevant subject combined with relevant workplace experience and skill-based training (e.g., through programs like those offered at the Justice Institute or the Native Education College). A combination of formal education/credentials and experience will be considered;
- A valid First Aid Certificate (Occupational First Aid, Level 1 equivalent);
- Non-Violent Crisis Intervention certification or equivalent;
- Ability to fulfill the physical demands of the job;
- Awarding of all positions is subject to clearing a mandatory criminal record check;
- The ability to work with people who are marginalized by their experiences of poverty, struggles with substance use and/or mental and spiritual wellness and who face multiple and intersecting oppressions and who may, as a result, engage in difficult and complex behaviors.

Application Process:

Expressions of interest, including an updated resume and cover letter describing how you meet or exceed the above-noted qualifications, must be received by email at jobs@lnhs.ca or dropped off at 2960 Nanaimo Street, Vancouver, before the deadline noted above. Resumes without a cover letter will not be considered.