

# Transitional Housing Manager

**This is a full time position.**

Our Place Society (OPS) is a non-profit, charitable organization with spiritual values and principles. We work as a team to create a nurturing atmosphere of home and family, where all are welcomed. **A team approach is critical to living out our mission and values and to directing our work.**

## **The Background and Opportunity:**

As an organization, we are at a very exciting time in Housing! With the transformation and growth of the last few years, Our Place Society's services, programming and ability has increased tremendously and is making a real difference for Victoria's marginalized and hardest to house. We are looking for a highly motivated Manager to provide leadership and inspiration to a motivated Housing Team to maintain and grow our Transitional Housing program.

## **Who are we looking for?**

As the Transitional Housing Manager, your primary objective is to direct your Team in the development, maintenance and delivery of services and resources to support residents in working to transform their lives and strive for independence. You have a proven track record of managing people within a team environment and have sound decision making skills. You have experience working with marginalized populations in transition and have a solid knowledge of the issues of addiction, trauma, mental health and the link between these multiple barriers and stable housing. You are an effective administrator and relationship builder within the community and want to be part of a growing service provider within Victoria.

**If you have passion for building relationships, improving lives through an innovative, caring approach and have the drive and enthusiasm to support the work at Our Place Society we would love to hear from you!**

## **What is expected?**

- Direct the housing team in the creation and maintenance of tenant programs that encourage and support personal growth toward independence.
- Inspire the team to develop, initiate and evaluate innovative programming and best practices based on identified needs of residents and the organization.
- Develop and manage the achievement of the revenue and expenditure portions of the budget for the housing department.
- Coordinate with other housing providers and other multiple agencies providing services to the residents of Our Place Society.

**Ideal Education and Experience:**

- Candidate will possess a related human/social services field degree/diploma or a combination of education and experience.
- 2-4 years of management experience in not-for-profit with a focus on housing or related area preferred.
- Proven successful supported housing experience and ability to manage growth.

**Ideal Skills and Abilities:**

- Demonstrated ability to work with individuals who have multiple barriers to stable housing.
- Effective leadership skills, with a strong focus on day-to-day operations.
- Adept at identifying key issues and finding innovative solutions to challenges.
- Ability to exercise sound judgment, decision-making and problem solving.
- Knowledge of current social issues related to homelessness, mental illness, trauma and addiction.

**Salary Range/Hours:** \$50K – \$56K. Excellent full employer paid benefit package after 3 months. Monday to Friday, daytime hours.

**How to Apply:**

Eligible candidates are invited to submit a covering letter with their resume detailing their experience and qualifications by 4:30 p.m. July 10, 2015 to [careers@ourplacesociety.com](mailto:careers@ourplacesociety.com) or to Our Place Society, Attention Marion Hoadley, HR Manager, 919 Pandora Ave, Victoria, B.C. V8V 3P4. Please quote "Transitional Housing Manager" in the subject line.