



Wood Buffalo Wellness Society

Mark Amy Treatment Centre

Job Description

Position :	Housing First Team Lead
Reports To :	Executive Director
Job Summary :	The Housing First Team Lead is responsible for overseeing and managing a team of professionals dedicated to implementing the Housing First approach within the Fort McMurray community. The role involves supervising team members, coordinating service delivery, ensuring program goals are met, and working collaboratively with community partners to address homelessness and housing instability.

Team Leadership	<p>Provide strong leadership to the Housing First team, including caseworkers, outreach workers, and support staff.</p> <p>Develop and maintain a positive team culture focused on client-centered care and support.</p> <p>Conduct regular team meetings, training, and performance evaluations.</p>
Program Management	<p>Oversee the day-to-day operations of the Housing First program, ensuring that services are delivered effectively and in accordance with program guidelines.</p> <p>Develop and maintain program policies, procedures, and quality assurance measures.</p> <p>Monitor and report on program outcomes and progress towards achieving housing stability for clients.</p>
Client Support	<p>Collaborate with team members to provide comprehensive, client-centered services, including housing placement, case management, and support to address barriers to housing stability.</p> <p>Ensure that clients receive appropriate and timely support services, such as mental health care, addiction treatment, and employment assistance.</p>
Collaboration and Networking	<p>Build and maintain relationships with community organizations, government agencies, and other stakeholders involved in</p>

	<p>addressing homelessness and housing issues. Participate in local homelessness initiatives and advocate for resources and policy changes to benefit clients.</p>
Data Management	<p>Maintain accurate and confidential client records in compliance with privacy regulations. Prepare reports and data analysis to demonstrate program effectiveness and outcomes to funders and stakeholders.</p>
Resource Management	<p>Manage program budgets and resources efficiently. Assist in grant writing and fundraising efforts to secure funding for the program.</p>
Qualifications:	<ul style="list-style-type: none"> • Bachelor's degree in social work, psychology, counseling, or a related field (Master's degree preferred). • Previous experience in housing and homelessness services, with a strong understanding of the Housing First approach. • Supervisory or leadership experience. • Strong interpersonal and communication skills. • Knowledge of local resources and community networks in Fort McMurray. • Familiarity with data management and reporting systems. • Compassion, empathy, and a commitment to social justice and equity.