

## **Employment Opportunity Spence Neighbourhood Association**

“SNA works with the people of Spence to revitalize and renew their community in the areas of health, safety, community economic development, and housing and neighbourhood image.”



Rental Safety co-ordinator

30 Hours per Week, starting March 19, 2010

16-18\$ per hour depending on experience

This position is contingent on funding confirmation

### *Main Job duties:*

- Conduct Home Safety Audits
- Install safety hardware in rooming houses, apartments and rented homes in Spence Neighbourhood
- Assist in the orientation and supervision of volunteers
- Support tenants who are living in unsafe conditions, who are facing eviction, who are living with Bed Bugs
- Support landlords and caretaker to be able to care for their building and tenants
- Facilitate a community consultation process for renters and landlords
- Resource the rental committee (attend meetings, record minutes)
- Work collaboratively with SNA Rental and Housing staff

### *Assets:*

- carpentry or related construction experience
- experience doing community programming/organising
- demonstrated knowledge of the Spence Neighbourhood.
- excellent oral and written communication skills
- can work individually as well as cooperatively, inclusively and effectively with others

People with experience living on social assistance are encouraged to apply. People of aboriginal background are encouraged to apply.

Please send resumes with cover letter and references to SNA

Attention:

Pat Macklem

Rental Safety Program

615 Ellice Winnipeg, MB R3G 0A4

*Resumes will be accepted until March 12, 2010.*