**Indigenous Outreach and Service Tent Coordinator**

QomQem Coastal Connections is a grassroots Indigenous-led outreach program that developed in partnership with [Peers Victoria Resources Society](https://www.safersexwork.ca/). We offer [harm reduction and health care services](https://qomqem.com/our-services/) to Indigenous peoples who are unhoused, precariously housed, and who may be using substances and/or alcohol.  As a team that celebrates diversity, we welcome our relatives and allies from diverse backgrounds, sexualities, genders, abilities, beliefs, and identities.  This position is posted for 35 hours per week at $30 per hour. The position is funded until March 31, 2023 with the possibility of funding renewal. Funding for this position comes from Reaching Home: Canada’s Homelessness Strategy.

**Requirements for Indigenous Outreach duties include:**

1. Engage in outreach work with unsheltered individuals who are couch surfing, camping or precariously housed to provide harm reduction and overdose prevention supplies, related education and basic necessities (food, camping gear, hygiene supplies, water etc.);
2. Assist members of target service population to access health care and housing support (including, but not limited to, helping to arrange appointments, providing bus tickets, and accompaniment as appropriate);
3. Complete housing applications and work with Outreach team to support unhoused individuals to obtain housing by participating in CAA placement meetings, arranging storage and moving services, paying housing bills and purchasing housing supplies, and supporting individuals with housing maintenance and eviction prevention work;
4. Coordinate peer staff schedule and work alongside peers on outreach and tent shifts
5. Support workshops aimed at securing and maintaining housing, harm reduction education, communicable disease prevention and treatment and access to nursing services;
6. An emphasis of this program is on connecting with Indigenous individuals and referring to Indigenous led resources and offering cultural supports; however, services may be provided to others as well in the course of the work;
7. Support collaboration with the other Indigenous Outreach Workers in Greater Victoria by attending the IOW Network meeting that occurs bi-weekly online or in person. This can include following through with initiatives being planned by the IOW and reaching out to necessary contacts to ensure these initiatives are carried out;
8. Support the work of hosting cultural events that are led by QomQem or other events that the IOW team collaborate with (such as the Seafood Feast). 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 in order to build relationship with Indigenous folks that we support;
9. Liaise closely with service staff in related harm reduction field, housing and health care organizations to remain aware of service opportunities, to participate in collaborative advocacy and to optimize client referral processes, and co-delivery of supports. Report to QomQem’s Program Director;
10. Keep program records that are responsive to requirements of funder and Peers program outcome monitoring, including financial record keeping and service records;
11. Adhere to the Peers Victoria Policy manual.

**Requirements for Tent Coordinator duties include:**

1. Develop and maintain schedule for QomQem Peer Outreach Workers;
2. Work alongside Peer-Based Outreach Workers, learning from and supporting the peer-based outreach workers on daily outreach shifts at the harm reduction tent or on 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;
3. Maintain petty cash float and tracking for peer staff payment and handshakes for cultural workers at the tent;
4. Must be able to lift up to 50 lbs for tent coordination, set up and take down the IOW tent, food, BBQ and food coolers for each shift;
5. Organize and prepare food for the tent, this can include setting up a bbq in the fall & winter to keep pots of prepared soup warm.

**Skills/Qualities:**

▪ Ability to work with Individuals representing diverse Indigenous Nations, while respecting the governance and protocols of local Coast Salish people including the LKWUNGEN, WSANEC, Kwakwaka'wakw and Nuu-chah-nulth nations.

▪ Knowledge of local Indigenous and non-Indigenous social services including housing, income and food security supports that may benefit persons served;

▪ Strong analysis of colonialism and the ways in which historical and ongoing colonization impacts Indigenous People intergenerationally;

▪ Strong understanding of the needs of unsheltered individuals and knowledge on how to support this diverse community;

▪ Understanding of trauma informed care;

 ▪ Approachable, non-judgmental, empathic, and calm in conflict or crisis;

 ▪ Knowledge of Indigenous approaches to positive sexuality and substance use harm reduction models;

▪ Strong communication skills and collaborative approach;

▪Strong administrative skills related to managing emails, coordinating and leading events, and managing appointment times with folks that we support

▪ Knowledge of diversity of local sex industry and ability to connect with target population;

**Job details:**

▪ 35 hours per week, with opportunities to add additional hours if needed;

▪ Pay is $30 hr

▪ Requires a valid BC driver license and preferably use of personal vehicle;

▪ A degree in Indigenous Studies or social service provision or equivalent experience in community support (3 years plus) is an asset;

▪ Food safe is an asset and Vulnerable Sector Criminal Record Check is required;

▪ Position is funded through March 31, 2023 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 Monday, **October 17th, 2022** to director@qomqem.com. The position will remain open until a qualified candidate is found. This position will be prioritized for Indigenous people but is open to all folks that are interested. It is beneficial to identify in the cover letter if you are Indigenous and have lived expertise relevant to the position. We also encourage applications from, but not limited to, people with diverse abilities, and people representing diverse genders and sexualities.