

## Veterans Housing Worker – Temporary Youth Placement

### Ending Veteran Homelessness Initiative, Reconciliation and Equity Focus (EVHI-2)

**This role is being partially funded by the Canada Summer Jobs Program.**

**Wage: \$20.45/hr**

**Reconciliation & Equity-Focused Program:** Ending Veteran Homelessness Initiative, Reconciliation and Equity Focus – Waterloo Region

**Reports to:** Veteran Housing Support Worker and Housing Liaison (VSSSH-REF 1)

**Placement Type:** Student (BSW, MSW, SSW, Addictions/Mental Health, or related human-services program)

**Location:** The Region of Waterloo (The Cities of Cambridge, Kitchener and Waterloo, and the Townships of North Dumfries, Wellesley, Wilmot, and Woolwich)

## ABOUT PORCHLIGHT COUNSELLING & ADDICTION SERVICES

Porchlight Counselling & Addiction Services has supported individuals and families in Cambridge and the surrounding region for 85 years. We provide counselling, addictions services, and targeted supportive housing with a focus on practical, person-centred care that strengthens community well-being.

The Ending Veteran Homelessness Initiative, Reconciliation and Equity Focus (EVHI-2), is a multi-agency partnership funded by the Government of Canada and administered by the Region of Waterloo. The goal of the program is to rapidly connect low-income Veterans at risk of or experiencing homelessness to stable, long-term housing, while providing the supports needed for them to remain housed.

Porchlight's role includes outreach, housing navigation, landlord engagement, and ongoing stabilization support, with particular attention to Veterans who may face additional barriers to accessing services.

Students play a valuable role in strengthening these supports through research, practical assistance, and relationship-building with Veterans and community partners.

## POSITION OVERVIEW

Students will support the EVHI-2 team in helping Veterans secure and maintain safe, stable housing. This role provides hands-on experience with housing navigation, practical support, systems coordination, and trauma-informed, reconciliation and equity-informed practice.

The position is well-suited for students interested in frontline social services, housing programming, mental health/addictions work, community development, Veteran support, or policy/administration.

Students will work under the supervision of Porchlight staff and within established safety, documentation, and liability guidelines.

### Key Responsibilities

#### *1. Housing Navigation & Practical Assistance*

- Assist with housing searches, phone calls, rental listings, and scheduling viewings.
- Support move-ins and move-outs, including lifting, carrying, and organizing furniture and personal belongings.
- Help maintain program spaces, inventory donations, and prepare households for move-in.
- Accompany Veterans to scheduled appointments or community services with staff supervision.

#### *2. Supportive Engagement with Veterans*

- Participate in regular check-ins and provide non-clinical, peer-style support focused on housing stability and daily living.
- Build rapport using clear boundaries, respect, and professionalism.
- Support Veterans in learning basic life skills (e.g., using appliances, setting up their home, accessing community resources, etc.).
- Where appropriate, assist parents during appointments or transitions, including brief support with children with staff supervision.

#### *3. Administrative & Research Support*

- Support documentation, case notes, form completion, and tracking supports according to federal guidelines with staff supervision.

- Assist with preparing materials for proposals, grants, and reporting.
- Conduct environmental scans and research to support housing best practices, Veteran-focused programming approaches.
- Maintain a SharePoint folder to organize past proposals, reports, and evidence-based materials.

#### *4. Reconciliation & Equity-Informed Practice*

Students will receive guidance and training in working respectfully with all Veterans, including those who have historically faced additional barriers to accessing housing and health services post-military service. This includes:

- Indigenous, racialized, women, 2SLGBTQIA+, and disabled Veterans.
- Supporting equitable access to housing by tailoring approaches to individual needs and circumstances.
- Working respectfully with Indigenous Veterans and community partners, consistent with federal commitments to reconciliation and improved service delivery.
- Applying trauma-informed, culturally sensitive, and practical approaches to problem-solving.

## **BOUNDARIES & LIABILITY GUIDELINES**

To protect both students and Veterans, students must adhere to the following:

- Students are not responsible for enforcing Porchlight policy, legal conditions, monitoring compliance, or managing any client-related matters; students may only provide supportive services within the scope of social services.
- Students must follow all Porchlight policies regarding safety when working in the community or in Veterans homes, transportation, and in-home visits.
- A Vulnerable Sector Police Check is required before placement begins.
- Students must always work under staff supervision and consult with their supervisor when unsure.

## **QUALIFICATIONS**

### *Required*

- Currently enrolled in an accredited social work, social services, addictions/mental health, or human service related program.

- Strong interpersonal skills, reliability, and comfort working with individuals experiencing housing instability.
- Ability to maintain confidentiality, privacy, and professional boundaries.
- Ability to lift up to 40 lbs.
- Willingness to work in a community-based role across Waterloo Region.
- Must be between the ages of 15 and 30 (requirement of Canada Summer Jobs program)

### Assets

- Knowledge or experience of supporting individuals facing housing instability, trauma, or mental health/addiction challenges.
- Knowledge of Waterloo Region community services.
- Lived experience (if comfortable disclosing) related to the role.
- Interest in program development, housing systems, or policy work.
- Valid G-class driver's licence, access to a reliable vehicle.

### WHAT STUDENTS MAY GAIN

- Hands-on experience in a federal homelessness reduction initiative.
- Training in housing navigation, case coordination, and trauma-informed practice.
- Experience working with Veterans and understanding federal and municipal housing systems.
- Opportunities to develop research, administrative, outreach, and client-support skills.
- Regular supervision, reflective practice, and mentorship.
- Experience that strengthens future employment opportunities in housing, mental health, community services, and policy.

### Employment Conditions:

The successful candidate will be offered a temporary full-time position with the agency (5 days/35 hours per week) for a term of 8-12 weeks. Compensation is \$20.45/hr.

This is a new role, and a vacancy currently exists.

### Application Instruction:

As a community-based organization, we strongly encourage applications from candidates who reflect the diversity of our community including those who identify as Black,

Indigenous, racialized, living with a disability, and/or 2SLGBTQIA+.

Interested applicants should submit their cover letter and resume to Jess Boulé, Manager of Housing and Homelessness Supports, at [jessb@porchlightcnd.org](mailto:jessb@porchlightcnd.org) stating the job title in the subject line. This posting will close when a candidate accepts an offered position.

We thank all candidates for their interest, however, only those selected for an interview will be contacted. No phone calls or email inquiries please.