



Frog Hollow

NEIGHBOURHOOD HOUSE | SINCE 1968

www.froghollow.bc.ca

2131 Renfrew Street
Vancouver, BC V5M 4M5

T: 604.251.1225

F: 604.254.3764

E: contact@froghollow.bc.ca

Settlement Resource Connector

The Resource Connector works as part of a larger Settlement Worker team to respond to the needs and requirements of newcomers as they move through their settlement and integration journeys. The role is available to deliver individual and small-group Information and Referral services, as well as facilitate workshops on various high demand resources such as housing and food security. Primarily working to support newcomers to meet basic needs first, to continue focus on their settlement, employment, and integration plans. Resource Connector will coordinate a team of first language volunteers to support newcomers in navigating new systems such as education, health, community resources.

Please note that work locations will vary. The position may work from Frog Hollow Neighbourhood House, Clinton Park Fieldhouse, 1st Ave Market Centre, in addition to virtual work and other work in the community.

Position:	Settlement Resource Connector
Hours:	Regular Part-Time: 21 hours per week
Salary:	Band P4: \$22.90-\$28.80 depending on experience and qualifications
Closing Date:	May 5 th , 2023 or until filled
Start Date:	ASAP

Responsibilities:

- Provide information about housing and food security to newcomers and connect them to different resources through facilitated small group sessions, workshops, individually, and through referrals
- Build and develop partnership with not-for-profit housing organizations
- Establish and develop housing resources
- Establish and develop food security resources
- Provide in depth one-on-one services for housing and food security
- Perform form filling, referrals, and advocacy for housing
- Work with settlement team to plan, organize and facilitate 24 sessions of 2 hours of each in small group or workshops
- Perform required record-keeping, administrative and reporting tasks
- Attend team meetings, planning sessions, and staff training
- Coordinate a team of first language volunteers, pair them with newcomer program participants, and provide guidance and feedback on a regular basis
- Additional duties assigned by Supervisor

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Qualifications:

- Diploma related to human services, such as social work, counselling, community support, education
- Minimum two years' experience in settlement work and in facilitating groups, or an equivalent combination of education, training and experience
- Demonstrate an ability to work in a multicultural environment, and with individuals and communities affected by discrimination, racism and culture shock
- Knowledge of the barriers immigrants are facing in settlement and integration
- Familiarity with housing navigation and food security resources is an asset
- Fluency in a second language is an asset
- Successful completion of a criminal records check is required

Please quote **Settlement Resource Connector** in the email subject. Submit via email to Rosa A Palacios at Rosa@froghollow.bc.ca by May 5th, 2023.

The Association of Neighbourhood Houses of BC (ANHBC) is an equal opportunity employer. Our work is centered on inclusion and equity, to build social connection and to break down discrimination through community building. We strongly encourage applications from people who identify as Black, Indigenous, and People of Colour (BIPOC), individuals with disabilities, and members of the LGBTQIA2S+ communities.

Frog Hollow Neighbourhood House/ANHBC is committed to protecting the health and safety of its employees and the community. Subject to legal exemptions, proof of COVID-19 vaccination status will be required for this role prior to starting employment.

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