



## **EDUCATION AND EXPERIENCE**

- Minimum two years post-secondary education
- Two years of experience in tenant, disability and income support programs advocacy an asset, an ability to read, interpret and understand legislation.
- Self-motivated with well-developed case management and planning skills; organization, time management, problem solving and decision making skills essential
- Knowledge of local community resources and an awareness and understanding of poverty related issues
- May be required to work the occasional weekend or evening

## **SKILLS & ABILITIES**

- Has analytical ability and the ability to negotiate and mediate on behalf of clients with landlords and government agencies etc. necessary
- Ability to speak Punjabi
- Excellent interpersonal skills, including verbal and written skills, team oriented and exercises good judgment

Efry actively promotes a program of employment equity and equal opportunity to ensure equal access to employment opportunity for all persons.

Interested candidates must submit a cover letter and resume to [humanresources@elizabethfry.com](mailto:humanresources@elizabethfry.com).

**Please note only short listed candidates will be contacted for interview. No phone calls please.**

