



We build strength, stability and self-reliance.

Position Title: Indigenous Housing Research Coordinator

Reports To: CEO

Status: full time - 1 year contract

Website: www.habitatnl.ca

Location: St. John's, NL with some travel and flexibility in the workweek may be required.

About Habitat for Humanity NL

Habitat for Humanity Newfoundland and Labrador (HFHNL) believes in the power of home ownership in addressing one of the most pressing issues of our time: the need for affordable housing. Our work focuses on helping working, lower-income families become homeowners – thus realizing both a safe and secure place to live and the opportunity to build equity and financial independence for themselves and their children.

In support of our homebuilding operations, Habitat operates a retail home improvement store called ReStore which collects donations of home furnishings, appliances, and renovation materials and sells them to the public, with all proceeds helping us build more homes and the items we collect and sell extends the value of household items eliminating unnecessary waste. live.

The Opportunity (This is not an exhaustive list of duties to be performed)

To gain a better understanding of the Indigenous housing landscape in Newfoundland and Labrador and how Habitat for Humanity can develop equitable and sustainable ways of working with Indigenous communities, HFHNL is seeking a qualified person to conduct research and develop a comprehensive report on how Habitat for Humanity can best partner with Indigenous groups across the province to address housing needs through a “for Indigenous, by Indigenous” approach. The report will include solution-focused, actionable items identified as well as recommendations on best practices for relationship-building.

In consultation with Habitat for Humanity Canada, a thorough needs assessment of reserve/land claims and urban/rural Indigenous housing will be completed to provide a snapshot of the housing landscape for Indigenous peoples in all regions of the province. The report will form the foundation for the development of a strategic plan to enhance partnerships and community engagement efforts for HFHNL with Indigenous groups across the province. The Indigenous Housing Research Coordinator will utilize their skills in relationship building, event planning and knowledge of the Indigenous community. The Research Coordinator will have excellent organizational and analytic skills and will be involved in planning, organizing, and implementing work within the department.

They will attend meetings and gatherings when required both internally and externally. Some travel will be required.

The Research Coordinator will conduct their activities and interactions in a manner that is respectful of diversity, and in alignment with First Peoples culture and traditions.

Qualifications

- A Diploma/degree in a relevant area such as Social Sciences, Community Studies, Housing
- 1-5 years experience working in project management and conducting primary and secondary research.
- Strong understanding of the Indigenous housing environment in Newfoundland and Labrador; experience in Indigenous housing will be considered an asset.
- Excellent interpersonal and relationship-building skills (especially with Indigenous communities or organizations) with experience in building and maintaining alliances and networks.
- Excellent verbal and written communication skills in English is essential. Fluency in French or other languages is an asset.
- Experience using Microsoft Office/365, and other IT and research-based platforms
- Self-motivated, strong initiative and a 'get it done' attitude
- Demonstrated ability to work independently and as part of a team
- Strong problem-solving and collaborative skills
- Ability to be flexible and stay organized
- Results-oriented and a keen eye for detail
- Ability to exercise good judgment and decision-making often under pressure
- Must be trustworthy, reliable and maintain confidentiality.
- A commitment to the Habitat for Humanity mission.
- Candidates bringing an understanding of lived experience (either personally or through other experiences) are considered an asset.

Salary Range & Benefits

\$60-65k per year

- Our culture promotes inclusivity through the values of diversity, respect, and openness.
- Total benefits package prioritizes well-being, flexible benefits and competitive compensation.
- An RRSP matching program.
- Opportunities for paid professional growth and development

How to Apply

Share our passion for helping families with affordable home ownership and work with talented, dedicated people.

If you're excited about this role but your experience doesn't align perfectly with every qualification in the job description, **we encourage you to apply anyway**. You may be just the right candidate for this.

Habitat for Humanity NL invites qualified candidates from diverse backgrounds, especially experienced and aspiring First Nations, Métis, and Inuit candidates.

We thank all applicants for applying; however, we will contact only those selected for an interview (no phone calls, please)

Please send resume to:

Contact@habitatnl.ca

Applications must be received before **5pm on September 20th, 2024**.

Habitat NL's Commitment to Diversity, Inclusion, Accessibility, and Anti-Racism:

Habitat NL is committed to creating a workforce that reflects the communities we serve. We are dedicated to promoting a workplace that is diverse, anti-racist, inclusive, accessible, respectful, and equitable. We welcome and encourage all interested individuals to apply, especially those who identify as Indigenous, Black, racialized, women, people with disabilities, and people with diverse gender identities, expressions, and sexual orientations.

We recognize that individuals with disabilities may require reasonable accommodations during the selection process to be assessed fairly and equitably. If you are contacted for an interview or employment opportunity, please let us know in advance if you require accommodations. We aim to ensure a positive and accessible recruitment experience for all candidates.

At Habitat NL, we have a zero-tolerance policy for harassment, coercion, sexual exploitation, or abuse in any form. All employment offers are contingent upon signing our Respectful Workplace Policy and satisfactory reference checks and may be subject to appropriate screening checks.