



Job Description

Job Title: Peer Navigator

Department: Housing

Classification: Part-Time, starting wage \$24.48/hr

Reports To: Team Lead

1. Job Summary

The Peer Navigator provides peer support, systems navigation and leadership to help youth obtain their educational or employment goals. The Peer Navigator also supports youth with volunteer and skills-training experience through the various activities, events and programs provided by AWHK.

HOURS: Flexible scheduling up to 16 Hours/Week

2. Key Duties & Responsibilities

a) YOUTH SUPPORT:

- Support youth to complete Employment & Education applications
- Assist youth in setting goals around employment and education
- Connect youth to community supports as needed or identified by youth
- Participate in Youth Hub & the Youth Action Committee
- Help youth navigate the bursary, financial aid, Agreements with Young Adults, etc. to promote post-secondary attainment

b) YOUTH ACTION COMMITTEE:

- Assist the AWHK Team in supporting and organizing the Youth Action Committee including: Providing peer support to youth, setting and confirm meeting dates, completing agendas and arranging meals

c) EDUCATION & EMPLOYMENT COMMITTEE:

- Assist the AWHK team in supporting & organizing the AWHK Education & Employment committee including: bringing youth's needs forward, setting and confirm meeting dates, completing agendas

3. Required Qualifications

- Working towards, or attending post-secondary in the areas of human services, social service or equivalent.
- Lived expertise of homelessness and experiences navigating systems is an asset to this position.
- Experience supporting youth with mental health or substance use concerns and with supportive housing is an asset.
- Ability to work with youth who have a variety of pets.
- Comprehensive knowledge of community resources and referral processes.
- Ability to work as a team, good communication, and administrative skills.
- Ability to engage youth and build strong relationships.
- Demonstrated conflict resolution and verbal de-escalation skills.
- Recommended certifications include: First Aid/CPR-C, Opioid overdose response, ASSIST or Safe Talk, Non-Violence Crisis Intervention.

Reviewed by: _____
Employee's Signature Supervisor's Signature

Reviewed On: _____
Date