

*The Neighbourhood Group (TNG) is a multi-service agency that includes Central Neighbourhood House, Neighbourhood Link Support Services and St. Stephen's Community House*

**JOB OPPORTUNITY**

**Job# TNG2024-132**

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| <b>POSITION TITLE:</b> Team Lead - SafeSpot 2                     |  |
| <b>DEPARTMENT:</b> Urban Health and Homelessness Services         | <b>STATUS:</b> Contract Full-Time, CUPE 7797     |
| <b># HRS / WEEK:</b> 35   | <b>CONTRACT DATES:</b> ASAP until March 31, 2025 |
| <b>REPORT TO:</b> Manager, Community Peer Harm Reduction Services | <b>HOURLY RATE:</b> \$32.92                      |
| <b>EXTERNAL CLOSING DATE:</b> Posted until closed                 |  |

**GENERAL DESCRIPTION:** SafeSpot (formerly Shelter-Hotel Overdose Prevention Project-SHOPP) offers overdose prevention services for shelter residents who use drugs including witnessing drug use/spotting, opioid overdose reversal, creation of overdose prevention safety plans, distribution of harm reduction tools, and training with residents, shelter and security staff as necessary. The Team Lead–SafeSpot will work collaboratively with the Coordinator, Peer Program: Sheltering Sites Overdose Prevention Services, shelter-operators, and different agencies in order to establish and support peer-driven overdose prevention initiatives at identified sheltering sites. The Team Lead–SafeSpot will assist in the identification, recruitment, training, scheduling, and support of peers to ensure quality and efficiency in the delivery of overdose prevention and response services to residents of shelters-hotels. The Team Lead–SafeSpot will remain consistent with the philosophies of the agency/peer program and follow all policies, procedures, and requirements. This position will be under the direction of, and report to, the Manager, Peer Program Development and Supervisor, SafeSpot 2.

**MAJOR DUTIES:**

- Provide leadership and supervision for peers enrolled in the project
- Engage with peer staff and residents and provide support and guidance as needed
- Support members of the SafeSpot Peer Teams to participate in project with focus on wellbeing and supported employment as a resident Peer Worker
- Develop, implement, and maintain, in collaboration with the Manager and Project Coordinator, administrative and evaluation tools for the program Coordinate financial matters (honoraria and petty cash) and report to supervisor as required
- Participate in project coordination and community support meetings with project partners and UHHS staff as needed
- Form and maintain positive relationships with community and systems partners
- Maintain accurate records and complete reporting required by funders and supervisor including attendance record
- statistical reports, and other written documentation relevant to overdose response project
- Directly assist the Project Coordinator with program management as requested
- Evening and some weekend work required
- Lead SafeSpot Peer Team members in preventing and appropriately handling conflict, potential crises, and facilitating debrief meetings as required
- Coordinate with Peer Team and supervisor to ensure timely, accurate completion of project statistics

**REQUIREMENTS & QUALIFICATIONS:**

- Completion of post-secondary education in a relevant discipline and/or equivalent related experience
- Demonstrated experience with, and commitment to, harm reduction principles and practice
- Demonstrated leadership skills and experience working on a multidisciplinary team
- Recent, extensive experience working with marginalized populations including homeless adults, people who use substances, and people who identify as living with mental health issue
- Proven knowledge of the areas of substance use, mental health, peer support, harm reduction, overdose prevention and response, and homelessness
- Excellent communication, initiative, judgment, and problem-solving skill
- Demonstrated organizational and time management skill
- Crisis prevention training and experience in crisis prevention and de-escalation
- Experience in program development, implementation, and evaluation is an asset
- Strong written and verbal communication skill
- Skills in office computing including Microsoft Word and Excel an asset
- Ability to work in dynamic, community-based settings sites with marginalized population
- Able to work evenings, weekends, and on-call as assigned

**To apply, submit your resume with “TNG2024-132” in the subject line of your email to: [careers@tngcs.org](mailto:careers@tngcs.org)**

TNG is committed to reflecting the communities we serve and to nurturing a respectful and inclusive work environment for all. We encourage qualified applicants of all ages, races, colours, ethnic origins, religions, abilities, gender identities, gender expression and sexual orientations to apply. Candidates invited for an interview are encouraged to inform Human Resources in confidence of their accommodation requirement