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***Join our Amazing E Fry Ottawa Team!***

**E Fry Ottawa Reintegration Navigator (one year pilot)**

**About E Fry Ottawa**

Elizabeth Fry Society of Ottawa is a not-for-profit community agency that supports and advocates for women, gender-diverse people and men impacted by the justice system. Our work is aimed at reducing harm and oppression, supporting people to overcome barriers to reintegration, and empowering them to build a life of stability and resiliency. We are a feminist organization committed to working from a human rights and anti-oppression perspective, recognizing systemic barriers that lead to marginalization. We work with trauma-informed, person-centred principles to promote a respectful, diverse and inclusive environment that promotes healing, recovery and successful reintegration. E Fry Ottawa is unionized organization.

**Job title:** Reintegration Navigator  
**Reports to:** Manager, Residential Services  
**Hours:** 37.5 hours/week (one-year contract) (mostly weekdays and evenings, some weekend work)  
**Language:** English essential (bilingualism is an asset)  
**Salary:** \$21.61/hour

**About the Reintegration Navigator Role**

**Core Responsibilities**

Our Reintegration Navigator is responsible for supporting up to 10 clients who are provincially sentenced women, two-spirit, trans and non-binary people, most of whom are on probation for up to 90 days and under supervision by Ottawa Probation and Parole, Ministry of the Solicitor General. Program clients reside either in our transition house or elsewhere in the community. The Navigator is responsible for providing direct planning services and supports to clients (individually and in groups) and for connecting each client to the community supports and services that meet their specific goals and plans for reintegration. Clients may face multiple challenges, including with mental health, impacts of trauma (past and current), and substance use. This full-time position is mostly weekdays/evening work, with some weekend work).

**Direct Support to Clients**

- Apply a client-centred, trauma-informed approach to help clients set and adhere to goals, commitments and planned actions throughout the duration of their participation in the program (normally up to 90 days)
- Assist clients in setting goals that are self-supporting, realistic and that include milestone goals that support them in building on success while allowing for inevitable setbacks
- Provide regular, frequent and consistent follow-up and support to meet clients where they are at
- Collaborates extensively with other E Fry Ottawa program coordinators and front-line staff, and with a network of other agencies and organizations
- Help clients access the supports that will best serve their needs, with emphasis on mental health, substance use and stability of finances and relationships
- Create and maintain a positive environment that sets the tone for clients to successfully complete their residency, probation and/or other requirements and transition into the next phase of their lives
- Encourages clients to make considered and self-supportive choices while supporting them as they build these skills

### Community and partnership building

- Develop and maintain front-line connections with agencies and organizations in the community that provide services and supports that our clients need/may need
- Advocate for clients to gain access to the supports they need
- Connect participants to the appropriate staff or services in the agency or in the community
- Promote the Navigating Reintegration program in the community

### Other responsibilities

- Promote and deliver on the mission, vision and values of our organization, including providing compassionate support and taking a trauma-informed approach to all client activities
- Track and maintain information for reporting purposes (while maintaining client confidentiality)
- Participate in monthly staff meetings
- Undertakes other duties as may be assigned by the Manager, Residential Services to improve or enhance the delivery of service

### Qualifications

#### Required education and experience

- Experience working with marginalized women and gender-diverse people involved in the justice system and/or who face multiple barriers such as poverty, systemic discrimination, disproportionate criminalization and housing instability
- Experience and/or education equivalent to a post-secondary degree in social work, criminology, or a related relevant field
- Valid First Aid/CPR and Non-Violent Crisis Intervention certification
- Training/experience in motivational interviewing
- Proof of full vaccination against COVID-19 is required, as per our immunization policy

#### Required knowledge, capacity and commitment

- Demonstrated experience working with marginalized people and people of diverse cultures and abilities in a community-based setting
- Excellent interpersonal skills and ability to establish and maintain trust relationships
- Demonstrated ability to support clients in achieving their self-identified goals
- Creativity, innovative thinking and problem-solving to inspire and engage others
- Strong crisis intervention and de-escalation skills
- Solid understanding of factors that contribute to women and gender-diverse people becoming involved in the criminal justice system, and the systemic causes of the over-representation of Indigenous people in the criminal justice system
- Strong understanding of client-centered, trauma-informed and anti-racism, anti-oppression practices
- Thorough understanding of and experience working with people with complex social needs including homelessness, and challenges related to mental health, addictions and trauma
- Excellent verbal and written communication skills
- Organized, highly skilled with time management and planning

#### Some “great to have” qualifications:

- You have experience and/or a genuine interest in working with clients to achieve short/medium-term goals
- You are interested in learning and applying coaching approaches to client support

#### Apply by noon, Friday, April 29, 2022

Please submit your résumé and a cover letter to Manager, Residential Services through [careers@efryottawa.com](mailto:careers@efryottawa.com)

*Tell us how you meet or exceed the above required and “great to have” qualifications*

**We thank all who apply. Only those selected for an interview will be contacted.**