District of Nipissing Social Services Administration Board

Conseil d'administration des services sociaux du district de Nipissing

DNSSAB IS HIRING!

Supporting Human Services in Our Community

The DNSSAB helps people put an affordable roof over their heads, makes sure ambulances take them to hospital when needed, assists in finding affordable childcare, and is there when a little support can make a world of difference during a difficult time.

BULLETIN NO.:	D2026-74	SALARY:	$63,209.63 to $75,629.06
POSITION:	Homelessness Prevention and System Navigator	LOCATION:	North Bay, ON
		DURATION:	Permanent Full-Time

Under the supervision of the Supervisor, Homelessness & Coordinated Services, the Homelessness Prevention & System Navigator will assist the Coordinated Services team with achieving outcomes working with individuals with complex needs who have demonstrated an inability to follow through with tasks, have difficulty with housing stability, self-navigation and self-management, and need increased support to attach to services both internally and in the community. This position will assist individuals to move forward through a combination of supports embracing a person-centered, strengths based holistic model working cooperatively and collaboratively with community partners.

Qualifications:

- Two (2) year diploma or degree in Mental Health and Addictions, or related Social Science field
- Two years relevant experience within the last 5 years working with vulnerable adults with complex life challenges such as trauma, homelessness, poverty, mental health, addiction, isolation, criminal justice system involvement, etc.
- Demonstrated ability to work collaboratively with community partners and independently within a variety of community settings.
- Ability to establish and maintain professional boundaries and respects the importance of confidentiality.
- Understanding of cultural safety and cultural competency for Indigenous/Racialized populations.
- Good working knowledge of the Ontario Works Act, Housing and Homelessness Legislation & Regulations, 10 Year Housing & Homelessness Plan, Poverty Reduction Strategy; Ability to assess, analyze, manage and resolve complex situations.
- General knowledge of client-centered mental health and addictions interventions, and practices.
- In depth knowledge of community resources, treatment centres, social service networks and organizations and ability to navigate through a complex network of services.
- Sound knowledge of de-escalation techniques and crisis management.
- Good verbal and written communication skills, motivational skills, persuasion and conflict resolution skills; excellent customer service skills.
- Fluently bilingual in French and English is considered an asset.
- Able to identify when an external referral is required to address the client's needs.
- Proficiency in the use of computers and computer applications such as Microsoft Office Suite.
- Working knowledge of the Ontario Works Social Assistance Management System (SAMS) and the Homelessness Individual and Families Information System (HIFIS) preferred.
- Must possess a valid Ontario Driver's License and have a vehicle available for use on the job

Full-Time Permanent Employees Enjoy:

- OMERS Pension Plan
- Health, Dental, Vision, Life and Long-term Disability (LTD) Benefits
- Union Affiliation
- Generous Vacation Entitlement
- Paid Sick Days
- Employee Assistance Program
- Wellness Activities
- Annual Staff Development Day
- Long-Service & Retirement Recognition
- A Psychologically Safe Workspace
- The Right to Disconnect
- Commitment to Diversity & Inclusion

Must be legally eligible to work in Canada. Police Record Check within three (3) months is a requirement.

This position is for an existing vacancy. Applicants must submit a current resume with a cover letter to the Human Resources Department by email at jobs@dnssab.ca indicating how their qualifications meet the requirements specified in the bulletin. Please ensure to indicate the bulletin number and position title for the specified posting you are applying for. Applications for the above position will be accepted up to 4:30pm, Friday, November 27, 2026.

DNSSAB is an equal opportunity employer. In accordance with DNSSAB's Accessibility Policy, accommodations will be provided in all parts of the hiring process. We thank all applicants for their interest. An acknowledgement will be sent only to those candidates who will be interviewed. Applicants are encouraged to make their needs known to Human Resources in advance. DNSSAB does not use artificial intelligence or automated decision-making tools at any stage of recruitment.