

# HOUSING & HOMELESSNESS PREVENTION NAVIGATOR

Permanent Full-time Position

(35 hours/week)

Fort Frances, Ontario

Salary range: \$69,915-\$75,105



## JOB OPPORTUNITY

The District of Rainy River Services Board (DRRSB) is inviting applications for the permanent full-time position of Housing & Homelessness Prevention Navigator in Fort Frances, ON, to fill an existing vacancy. Reporting to the Housing & Homelessness Prevention Manager, the Housing & Homelessness PreventiNavigator is responsible for providing outreach, support, and advocacy that would allow long-term improvements in health and housing insecurities to individuals experiencing homelessness, at-risk of homelessness, tenants at-risk of being evicted and the street population. The incumbent works collaboratively to link individuals with the resources required to obtain food, shelter, hygiene, mental health and additions support, housing navigation/advocacy and crisis and life skills counselling, in compliance with relevant legislation, guidelines established by the Board and DRRSB policies and procedures within a safe and healthy environment. Additional duties include after-hours support, back-up for assigned staff and will require regular travel throughout the Rainy River District.

Qualifications will include:

- Two (2) year college diploma in a related discipline and a minimum of three (3) years work-related experience. Candidates with an equivalent combination of education and experience will be considered.
- Knowledge and understanding of social services, human service techniques, advocacy, community service agencies, supports and opportunities that benefit clients/tenants.
- Demonstrated knowledge of program planning and coordination, research and data collection, evaluation, analysis, and conflict resolution techniques.
- Strong project and time management skills, sound problem-solving and decision making with the ability to prioritize workloads, as appropriate.
- Possesses effective verbal and written communication skills and the ability to persuade, negotiate, teach and provide interpretations.
- Knowledge and understanding of the Ontario Occupational Health & Safety Act, regulations and experience with health & safety processes and best practices.
- Ability to work independently, cooperatively, and responsibly with minimal supervision, and within a team environment.
- Ability to exercise a high level of independence, integrity, professionalism, and confidentiality.
- Proficient computer skills and ability to work within a computerized environment.
- Knowledge and understanding of legislation and regulations necessary to carry out the functions of the job.
- A valid driver's license and access to a vehicle.
- Must provide the satisfactory outcome of a CPIC Vulnerable Sector Screen as a condition of employment.

We offer a competitive salary, an excellent benefit package and participation in the OMERS pension plan. The 2026 salary range for this position is \$69,915 - \$75,105. Candidates who meet or exceed the requirements for this challenging position are invited to submit a resumé and cover letter, including three work-related references, no later than **12:00 p.m. (CST) on Monday, June 15, 2026 to:**

Joanne Spence, B.HRLR, CHRL, Human Resources Manager

District of Rainy River Services Board

450 Scott Street Fort Frances, ON P9A 1H2

**Competition #HR-19-2026-HH-NAVIGATOR**

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or emailed to: [joanne.spence@rrdssab.ca](mailto:joanne.spence@rrdssab.ca)

*The DRRSB wishes to thank all applicants, however, only those selected for an interview will be contacted. The DRRSB is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance. This document is available in an alternative format, upon request.*