



Internal/External Posting

Supervisor, Harm Reduction Program

Permanent Full Time Position: 35 hours per week

Expected Start Date: August 5, 2024

Salary Range: \$52,210.20 – \$62,672.40 per year (\$28.69- \$34.44 per hour)

LAMP Community Health Centre is a multi-service, community based charitable organization that provides a wide range of programs and services to improve a person's health. LAMP uses a co-ordinated approach to connect people to medical services and other programs that build personal resources. By providing services that improve physical, emotional, social and economic well-being, people can better control their health and environment.

Job Summary

Under the general supervision of the Manager, Adult Programs, and working within program objectives and organizational goals, the Harm Reduction Program Supervisor plans and coordinates Harm Reduction activities, including a safe drop-in space for drug users to access harm reduction supplies and information related to health, and street outreach activities. This position supervises 2 contract staff and up to 4 Peer Workers and program volunteers; manages program resources, chairs the South Etobicoke Harm Reduction Coalition; builds and maintains community and program working relationships and collaborations, advocates for Harm Reduction in the community and within LAMP, and works front-line with program participants.

The incumbent will ensure that all organizational policies are followed.

Primary Responsibilities

- Hiring, supervision, and evaluation of 2 contract staff (Outreach Lead and Harm Reduction Educator).
- Recruiting, training, and supervision of Peer Outreach workers (2-4 individuals), students and volunteers.
- Coordination and delivery of the Harm Reduction Drop-In operating 1-2 days a week. Including providing one on one practical support to service users.
- Ensuring effective and appropriate use of the program's physical and financial resources including coordination of shared space and equipment.
- Work with Outreach Lead and Peer Workers to deliver harm reduction supplies, information, and referrals to drug-using individuals through street outreach.
- Participate in the development of program work plans and evaluation of outcomes as per LAMP strategic directions and funder requirements.
- Ensuring a safe work environment inside the building and in street outreach situations.
- Coordinate quarterly advisory groups and annual program evaluation activities.

- Maintain good relations with community services experienced in crisis and high-risk response, such as police services, child protection agencies, hospital emergency room departments, and assaulted women's shelters.
- Coordinate sourcing, distribution, and safe disposal of harm reduction supplies.
- Work with the program manager to develop and implement data collection and evaluation tools.
- Maintaining timely, accurate written and electronic client records and program reports.
- Developing and following the appropriate protocols and policies.

Required Qualifications

- Undergraduate degree in a relevant discipline from a recognized university, or a combination of some post-secondary education and experience in a relevant field.
- 3 to 5 years relevant experience in a community setting, and expertise in program development, implementation, monitoring, and evaluation.
- 3 to 5 years experience in recruiting, training, and supervising staff and peers working with similar client groups or in similar settings.
- Valid First Aid and CPR certificates.
- Overdose Prevention Training Certificate, or equivalent experience.
- Experience managing and reporting on program budget and expenses.
- Proven experience and knowledge of drug-using and sex worker communities, Harm Reduction philosophy and strategies, and barriers that prevent individuals from accessing services.
- Strong understanding of the Health Promotion, Anti-oppression framework, the Community Health Centre model, and the impact of the Social Determinants of Health.
- Knowledge of LAMP Community Health Centre, the South Etobicoke community, personal/lived experience of drug use, homelessness, and/or street involvement would be considered assets.

Proficiency in the Following Computer Skills

- Solid working knowledge and ability to navigate a PC windows environment, including shared drives.
- Strong skills and experience using Microsoft applications (Word, Outlook, Excel, PowerPoint & Publisher).
- Strong skills and ability to easily navigate the internet/intranet environment.
- Ability to learn new software quickly and willingness to continuously develop technology skills.

Working Conditions

- This position is for 35 hours per week, with some evenings and weekends required.
- Occasional outdoor shifts, all seasons.
- Must be able to work in a fast-paced environment and make quick decisions.
- Participants served at the Drop-In may at times be under the influence of drugs or alcohol and exhibit challenging behaviours.
- It entails stress from working with challenging clients, and being confident and competent in dealing with clients in crisis, distress and dealing with trauma.
- Incumbent needs to attend to self-care, dealing with illness and death of clients.

Physical Requirements

- Occasional data entry, with short periods of time sitting stationary in front of a monitor while keyboarding.
- Ability to balance all job requirements in a busy atmosphere, including responding promptly to all communication.
- This position involves extended periods of walking and standing for up to 4 hours, and some frequent lifting may also be required.
- Demonstrates good and safe work habits and maintains a clean working environment.
- Ensures that staff and clients are compliant with LAMP's Health & Safety regulations and LAMP's policies and procedures, including the immediate reporting of any breaches of Health & Safety or Environmental incidents, accidents or concerns to their respective manager/supervisor and/or the Director, Human Resources & Operations.

As part of our mandate for inclusivity, reasonable accommodations can be made for all incumbents to perform the described physical functions of the aforementioned job..

LAMP Community Health Centre is dedicated to achieving a workforce that reflects the diversity of the community it serves and encourages applications from equity seeking groups.

Please send your resume with a cover letter to **Human Resources:**

Email Address	recruiting@lampchc.org
Subject	Job Opening for Supervisor, Harm Reduction Program
Internal Deadline	5:00 pm on Thursday, June 27, 2024
External Deadline	5:00 pm on Thursday, July 4, 2024

We thank all applicants for their interest. However, only those selected for interviews will be contacted.