

DEPARTMENT:	Planning and Development	STATUS:	Temporary Full Time (2 years)
NO. OF POSITIONS:	One	UNION:	CUPE, Local 387
HOURS OF WORK:	35 hours per week	SALARY:	\$42.45 - \$50.13 per hour + a comprehensive benefits package

The City of New Westminster is seeking a compassionate and experienced Planning Analyst – Homelessness Services, to support our newly created Crises Response Team, which is tasked with supporting people in the community who are struggling with homelessness and living with mental health or substance use issues. Reporting to and working closely with the Manager of Homelessness Services, you will play a key role in developing new City policies, practices, programs, communications, and partnerships that enhance the City’s response to homelessness through research and analysis. This position will provide specific expertise related to policy development, collaboration and engagement with external stakeholders, including indigenous stakeholders, and outreach to prevent and address homelessness and the related issues of mental health and substance use.

Duties and key work activities include:

- Informing planning, policy, and research initiatives to identify priorities for City involvement in addressing the three related crises of homelessness, mental health, and substance use.
- Conducting research on promising practices related to responding to the three crises and organizing site visits and staff exchanges to facilitate learning about them.
- Working with the Crises Response Team and key municipal departments who are leading an integrated City-wide response to homeless encampments on public land, and liaising with individuals experiencing homelessness to provide referrals related to supports, housing, health, and safety.
- Working with City departments and key stakeholders to advance the actions within the Council-adopted Housing and Homelessness priority.
- Identifying and developing relationships and working collaboratively with organizations and service providers, including Indigenous, that support unsheltered people in the community.
- Coordinating with local service providers and outreach workers who lead outreach activities at City facilities, while monitoring service provision to identify potential process improvements.
- Collaborating with other City departments to develop and implement effective approaches to public engagement and communication that raise awareness of issues related to homelessness in New Westminster.
- Representing the City on external committees and working groups related to homelessness.
- Engaging with individuals who are experiencing homelessness and/or have lived experience to understand their challenges and support them in securing housing.
- Reporting and analyzing program outcomes to inform progress and overall design and direction of the pilot program.

If you have many of these attributes, we would like to hear from you:

- Completion of a university degree in a related field such as planning, social planning, or other related discipline.
- Minimum 5 years of previous experience related to addressing homelessness, affordable housing, working with internal and external stakeholders, project management and strategic planning.
- An Indigenous background or experience or training with Indigenous culture and practices is an asset.
- Extensive knowledge of best practices in preventing and addressing homelessness.
- Knowledge and experience with current housing and homelessness practices in municipal government and other levels of government.
- Proven ability in the design and development of initiatives, strategies, and policies, and able to set priorities for concurrent projects
- Proven ability to support internal and external communication strategies to educate and inform staff and the public.
- Proven ability to collaborate with external stakeholders, particularly non-profit organizations involved in homelessness service delivery.
- Highly developed written and oral communication skills, including report and grant writing, and presentation skills.
- Excellent decision-making, problem solving and analytical skills.
- Strong interpersonal skills with proven experience consulting, engaging, and coordinating with various stakeholder groups.

New Westminster is at the “sweet spot” when it comes to employer size – you will have a team to support you along with the diversity and variety of work to be challenged and growing every day. We offer a fun and rewarding culture where staff take their work seriously but not themselves.

If this opportunity appeals to you and you possess many of the attributes and skills outlined, we would love to hear from you! **Submit your cover letter and resume in one PDF document online at www.newwestcity.ca/employment by March 27, 2024**

To support a workforce that reflects the diversity of our community; women, Indigenous Peoples, racialized individuals, persons of diverse sexual orientation, gender identity or expression (LGBTQ2S+), persons with disabilities, and others who may contribute to diversity of our workforce, are encouraged to express their interest.

New Westminster is on the unceded and unsurrendered land of the Halq'eméylem-speaking peoples. It is acknowledged by the City that colonialism has made invisible their histories and connections to the land. We are learning and building relationships with the people whose lands we are on.

*We thank all applicants for their interest and advise that only those selected for an interview will be contacted.
This position is only open to those legally entitled to work in Canada.*