



**TENTEN SINCLAIR HOUSING INC.**

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**JOB TITLE:**  
**Fokus Housing Advisor**  
**Half Time: 64 hours bi-weekly**

**LOCATION:**  
**1010 Sinclair Street.**

**CLOSING DATE:**  
**February 23, 2018**

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Ten Ten Sinclair Housing Inc. is a non-profit consumer driven organization that provides housing and attendant services to support people with physical disabilities to live independently in the community.

Fokus Housing, a division of Ten Ten Sinclair Housing Inc., is accepting applications for the *Fokus Housing Advisor* position. Fokus is a non-profit consumer driven organization that provides housing and attendant services to adults with physical disabilities living independently in the community. There are four Fokus Units in Winnipeg with the head office at 1010 Sinclair Street.

The ideal candidate will have knowledge and understanding of the Independent Living Philosophy and experience with issues affecting people with physical disabilities living in a community setting.

**Qualifications:**

- An undergraduate degree in social services and/or health services. Equivalent training and work/life experience may be considered.
- Human Resource Management Certificate (Labour Relations) is preferred. Knowledge of and experience managing in a unionized environment is required.
- Demonstrated ability to build relationships and work effectively in a team environment.
- Knowledge and experience with government and community agencies that provide services to people with physical disabilities.
- Ability to promote Fokus Housing, Programs and Services in the public sector
- Office computer skills. Proficiency with Microsoft Office products.
- Excellent written and verbal communication skills.
- HR professionals are encouraged to apply.

Salary Range: \$43,164 – \$48,555

Please forward career resume and cover letter to:

1010 Sinclair Street, Winnipeg, MB R2V 3H7, attention: Fokus Selection Committee

Email: [pmason@tenten.mb.ca](mailto:pmason@tenten.mb.ca)

Only those selected for an interview will be contacted.