



## Housing Advisor Position

**Part-Time 20 hours per week**

**Closing Date 11/06/2023**

Our Housing Advisors believe that housing is a human right! They make a difference in whānau's lives by supporting our clients on their journey to safe, warm, and affordable housing.

If you are passionate for social change, then this is the job for you. Your main role will be to work within a positive team to support clients in need of help to find short-term accommodation and support them moving into long-term housing.

The Housing Advice Centre is an inclusive, welcoming service providing advice, education, and support to tenants, landlords, and home seekers for emergency, transitional, social, private housing, boarding, flatting, and student accommodation. We provide education through our "Ready to Rent programme" and community programmes on housing, including a UCOL and secondary school programme for students and youth. We also coordinate the Housing Needs Monitoring Group that provides a link between government ministries, local council, accommodation providers, and NGOs from the region.

The Advisor role will require an overview of the Residential Tenancies Act 1986 (RTA), specialising in rentals for private housing, flatting and boarding legislation. You will get to know the rights and responsibilities of tenants and landlords and the Healthy Homes Standards.

Ideal applicants will demonstrate:

- Excellence in customer service and/or education
- Demonstrate commitment to Te Tiriti o Waitangi and Te Reo
- Are empathetic and have excellent problem-solving skills
- Can work positively and effectively in a team environment
- Are reliable and have good time management skills
- The ability to connect and develop relationships with agencies, including the Ministry of Social Development and Kāinga Ora
- IT proficient and interested in social media

Preferred experience but not required:

- Understanding of policy, legislation, or case law
- Mental health and wellbeing experience
- Experience in research or relevant study related to housing, homes, tenancy, social work, social services, social policy, business law, NGOs, not-for-profits etc.

Please click on the link for the job description for the Housing Advisor role here for more details.

If you want to support housing as a human right, apply today! The team at the Housing Advice Centre would love to hear from you!

Please email: Lynne at [manager@housingadvicecentre.org.nz](mailto:manager@housingadvicecentre.org.nz) attaching a cover letter and a CV