



Job Title: Prevention and Diversion Coordinator

Location: Halifax, Nova Scotia

Salary: \$26.50/HR @ 80 Hrs. bi-weekly

Benefits:

- Comprehensive employer-paid benefits
- Work cell phone and laptop
- 3 weeks vacation
- 12 personal days off
- Training and development opportunities

Summary: The “Just Home” initiative is designed to address the complex challenges at the intersection of the justice system, incarceration, criminalization, and chronic homelessness, focusing particularly on women, gender diverse individuals, and youth in the greater Halifax area. This project provides prevention, intervention, and diversion through discharge planning, client support, and justice system navigation. Our initiative is aligned with Reaching Home’s goals to prevent and reduce homelessness by facilitating stable housing solutions and comprehensive support structures within the Halifax Regional Municipality.

Job Description:

Position Overview: The Prevention and Diversion Coordinator will play a pivotal role in the Just Home project, working directly with individuals at risk of or experiencing homelessness and involvement with the justice system. This position involves comprehensive discharge planning, direct client support, and justice system navigation to prevent individuals from falling back into the homelessness-jail cycle. The coordinator will work closely with community partners to provide holistic support and facilitate successful reintegration into the community.

Key Responsibilities:

Discharge Planning:

- Develop and implement individualized discharge plans for clients exiting incarceration.
- Coordinate with correctional facilities, healthcare providers, and community organizations to ensure seamless transitions.
- Provide clients with information and referrals to housing, healthcare, income support, and other essential services.

Direct Client Supports:



- Offer temporary financial assistance for rent, utilities, food, medication, transportation, and other essential needs.
- Provide ongoing case management and support to stabilize clients during their transition.
- Maintain regular contact with clients to monitor progress and address any emerging issues.

Justice System Navigation:

- Assist clients in resolving outstanding warrants and legal issues.
- Support clients in attending court, obtaining legal representation, and fulfilling probation requirements.
- Provide transportation to essential appointments, including court and probation meetings.

Collaboration and Networking:

- Establish and maintain strong relationships with community partners, including the Department of Justice, Affordable Housing Association of Nova Scotia (AHANS), and healthcare providers.
- Attend restorative case conferences and bi-weekly meetings at correctional facilities to facilitate discharge planning.
- Participate in a network of organizations tackling similar challenges to share best practices and insights.
- Participate in coordinated access system and refer clients to the by-name-list.

Data Collection and Reporting:

- Maintain accurate and up-to-date records of client interactions, progress, and outcomes.
- Document all data in HIFIS.
- Prepare regular reports on program activities, client outcomes, and project impact.
- Contribute to ongoing research and evaluation efforts to improve service delivery and outcomes.

Qualifications:

- Bachelor's degree in social work, criminal justice, or a related field. Relevant work experience may be considered in lieu of formal education.
- Minimum of 3 years of experience in case management, discharge planning, or related roles, preferably within the justice or social services sectors.
- Strong understanding of the challenges faced by individuals involved in the justice system and experiencing homelessness.



- Demonstrated ability to work collaboratively with diverse stakeholders, including government agencies, community organizations, and healthcare providers.
- Excellent communication, organizational, and problem-solving skills.
- Commitment to the principles of Housing First, Restorative Justice, Harm Reduction, and Anti-Oppression.

Working Conditions:

- This is a physically demanding position and requires regular travel within the Halifax Regional Municipality and occasional travel to correctional facilities.
- The coordinator may be required to work outside of regular business hours to meet client needs and attend community meetings.

Application Process: Interested candidates should submit a resume and cover letter outlining their qualifications and experience to ed@coverdale.ca.

Coverdale Justice Society is an equal opportunity employer committed to fostering an inclusive and diverse workplace. We encourage applications from Black, Indigenous and gender diverse persons, and other marginalized communities.

Only those selected for an interview will be contacted. No phone calls please.