Become a Leader

YMCA Youth Leader Corps program at
Campden Green Co-op
70 Alford Crescent

Mondays and Thursdays
5:30 – 8:30 pm
Campden Green Community Room
Open to everyone in Grades 9-12 in Malvern

Complete your 40 hours of Community Service
Physical Activity
Absolutely Free
Healthy Snacks
Build your skills
Have fun
Spring weekend at a YMCA Camp

Take a leading role in your community
Call a YMCA Youth Advisor
416-786-7755

YMCAYOUTH

Become a Leader

YMCA Youth Leader Corps program at
YMCA Scarborough Employment Centre
10 Milner Business Court, Unit # 600

Mondays, Tuesdays, and Wednesdays
4:00 pm- 7:00 pm
Open to everyone in Grades 9-12 in Malvern

Complete your 40 hours of Community Service
Physical Activity
Absolutely Free
Healthy Snacks
Build your skills
Have fun
Spring weekend at a YMCA Camp

Take a leading role in your community
Call a YMCA Youth Advisor
416-786-7755

YMCA YOUTH

TORONTO WOMENS HOUSING CO-OPERATIVE

JOB OPPORTUNITY Part Time Bookkeeper 8 to14 hours per month

Toronto Women's Housing Co-op is a 28 unit Federal Co-operative located at Sackville and Shuter Streets in downtown Toronto.

Responsibilities:
- Reconciliation of Accounts Receivable
- Reconciliation of Accounts Payable
- Reconciliation of Payroll journal
- Posting receivables to Quickbooks
- Posting payroll to Quickbooks
- Posting journal entries to Quickbooks
- Preparing bank reconciliations
- Preparing monthly trial balance
- Preparing quarterly financial statements
- Must be available to oversee the audit

QUALIFICATIONS:
- A minimum of 2 years experience of bookkeeping experience in a Housing Co-operative
- Proficiency in Microsoft software and Quickbooks,
- Good working knowledge of Subsidy programs

A competitive salary will be offered

Application Deadline October 28th.

Please submit your resume to

TORONTO WOMEN'S HOUSING CO-OPERATIVE
397 SHUTER STREET
TORONTO, ONTARIO
M5A 1X4

Fax 416 865-9977

Email torontowomenshousing@bellnet.ca

No phone calls please. Thank you for your interest in the position but only those chosen for an interview will be contacted.

Job Posting
Administrative Assistant
Chord Housing Co-operative Inc.

Chord Housing Co-operative Homes is a 136 unit co-op building located in the Jane and Weston Rd. area of Toronto. The co-op is operated under the Social Housing Reform Act and local rules set out by the City of Toronto. We have a **part-time** position for Administrative Assistant reporting to the Property Manager. The position is 25 hours/week, Monday to Friday. Expected start date is as soon as possible.

Qualifications and Requirements:

- General reception and assistance to members
- Prepares and delivers written materials to members and the Board members
- Information Management
- Maintain membership waiting lists
- Co-ordinate member move-ins and move-outs
- Market vacant units
- Maintain Parking System and records
- Filing and general office work
- Assists Manager in typing, editing and filing correspondence
- Other tasks as assigned by the Property Manager.
- At least 2 years of administrative experience is an office environment
- Knowledge of SHRA is an asset.
- Co-op/Non-profit administrative experience is an asset

Computer skills required: MS Office, NewViews, HMWORX, Excel, and Internet

Deadline: October 28, 2009

How to apply:
Email your cover letter, resumes and SALARY expectations to:

Hiring Committee
Chord Housing Co-operative Inc.
43 Goldwin Ave. Toronto ON M6M 5H4

Email: chordcoop@gmail.com – please send resume and cover letter in Word format.

No phone calls please. We would like to thank all applicants; however only those selected for an interview will be contacted.

Co-operative Housing Federation of Toronto Inc.

Please don't forget! Everyone is invited to the

Co-operative Housing Awards Night

Monday, November 9, 2009
7:00 p.m.
Metro-Central YMCA in the Auditorium
20 Grosvenor Street
Toronto

Let's celebrate the achievements of our co-operative communities!

Registration opens at 6:30 p.m.
A reception will follow

R.S.V.P. 416 465-8688, extension 201

Please do not wear fragrances or other scented products to this event. Scents cause headaches breathing difficulties and other health problems for people with chemical sensitivities.

658 Danforth Avenue, Suite 306, Toronto, Ontario M4J 5B9
Telephone: (416) 465-8688 Fax: (416) 465-8337 E-mail: info@coophousing.com
Web site: www.coophousing.com

Human Rights and Housing

Wednesday, November 25, 2009

Windmill Line Co-op
125 Scadding Avenue
(east of Sherbourne & south of Front Streets)
Toronto
10:00 a.m. – 4:00 p.m.
(continental breakfast available from 9:30 am)

Registration Fees
Early-bird rate -
CoAction member $75
Other staff $100
Notes:
* No GST is charged.
* Includes lunch.

To Register
Mail your form and payment to CoAction. Registrations will be confirmed by email.

Cancellation Policy
There are no refunds for cancellations received after 4:00 p.m. November 19. Before this date there is a fee of $10.

Good sense,
is no scents!

There have been a number of changes related to human rights in Ontario. We will consider three aspects:

1. The new claims process has now been in place for over a year. How is it working? What is the impact on housing co-ops?

2. The *Accessibility for Ontarians with Disabilities Act* came into effect in June 2005. The aim of the *Act* is to make Ontario accessible by 2025. The government is currently developing accessibility standards that will help businesses and organisations meet this goal. Standards are being developed in five important areas: customer service, transportation, information and communications, built environment and employment. In this workshop we will look at the draft Built Environment Standard.

3. Earlier this month the Human Rights Commission published the *Policy on Human Rights and Rental Housing*. It identifies barriers to housing and how they can be eliminated. We will facilitate a roundtable discussion on the implications for housing co-ops. (Note: Co-ops should consult their lawyer about the specific impact of this policy on their individual co-op.)

4. Have an advance look at the draft Model Human Rights By-law being developed by CHF Canada, Ontario Region.

John Fraser from the Centre for Equality Rights in Accommodation (CERA) will cover the new human rights process and the draft built environment standard.

EMAIL INFO@COACTIONSA.ORG TEL 416.575.0810 FAX 416.575.0812
CO-OPERATIVE HOUSING EMPLOYEES ASSOIATION INC. 260 ADELAIDE STREET EAST, BOX 52, TORONTO ON M5A 1N1

Human Rights and Housing
Wednesday, November 25, 2009

Registration Form:

CoAction member: Yes ☐ No ☐ Payment Enclosed: _____

Name: _____

Co-op: _____

Phone: _____ Position: _____

Signature: _____

E-mail: _____

Special Needs: _____

_____

Note: Co-ops should consult their lawyer about the specific impact of the Policy on Human Rights and Rental Housing on their individual co-op.

EMAIL INFO@COACTIONSA.ORG TEL 416.575.0810 FAX 416.575.0812
CO-OPERATIVE HOUSING EMPLOYEES ASSOIATION INC. 260 ADELAIDE STREET EAST, BOX 52, TORONTO ON M5A 1N1

THURLESTONE CO-OPERATIVE INC.
22 Fishleigh Drive, Unit 3, Scarborough, ON, M1N 1G9
(416) 261-1110 (Phone) (416)261-4744 (Fax)
E-mail: thurlestonecoop@rogers.com, Website: www.thurlestonecoop.com

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1, and 2 Bedroom Apartments

Where: Scarborough Bluffs
Fishleigh Drive, Scarborough
Price: **$726.00 and $818.00**
(Includes: all utilities and full service cable TV) No Subsidies Available
When: Immediately

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2 Bedroom Apartment

Where: Scarborough bluffs
2 Folcroft Avenue, Scarborough
Price: **$1059/month - Folcroft**
Includes: all utilities and full service cable TV
Shallow Subsidy Available
When: Immediately

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3 Bedroom Apartment
Where: Scarborough bluffs
2 Folcroft Avenue, Scarborough
Price: **$1146/month - Folcroft**
Includes: all utilities and full service cable TV
Shallow Subsidies Available.
When: November 1st, 2009

How to Apply: Download an application at
http://thurlestonecoop.com/doc/Application09.pdf *or*
Request application by email at: thurlestonecoop@rogers.com, *or*
Pick one up at the Co-op office during business hours – Monday to Friday between 1-4 p.m., *or*
Request one to be mailed to you.

For a Virtual tour of our Fishleigh two bedrooms*, go to our website at www.thurlestonecoop.com*

More Details: Our 1 and 2 bedroom unit sit overtop of the Scarborough Bluffs in a low-rise buildings across from a beautiful park. Our units are equipped with a fridge and stove, and one full bathroom. Pets are welcome. Laundry facilities only 50 cents per wash/dry cycle. Storage locker also included.

JOB POSTING FOR CO-ORDINATOR POSITION

John Fitzpatrick Steelworkers Housing Co-operative Inc is a housing co-operative located in Richmond Hill, Ontario. This a 180 unit co-operative comprised of 116 unit apartment building and 64 townhouses. Candidate must have at least five years experience as Co-ordinator in the Co-op sector, experience in working with Board of Directors and Members of a co-op, managing staff and dealing with contractors. Must also be familiar with reporting requirements to the service provider and various government agencies.

Candidate for this position must be familiar with the Social Housing Reform Act, be experienced in Newviews accounting, have a good handle on building systems to include HVAC systems and fire alarm systems. The candidate will also be required to calculate rent geared to income calculations, prepare annual budgets and assist auditor in completion of annul audits. Other qualifications include experience in Works, marketing of units, accounts payable, accounts receivable and general office management. Must have good communication and time management skills and experience taking and recording corporate minutes.

Salary will be based on experience, but will be on par with sector standards. Comprehensive benefit package with the Co-operators Insurance Company and 5% rrsp are included. Candidate will be required to 35 hours a week Monday - Friday with some evenings for Board or Committee meetings.

Please send resume via email. Attention: Hiring Committee at steelworker@rogers.com
Only those selected for interviews will be contacted.

Main Gerrard Housing Co-operative

We currently have 3 and 4 bedroom units ready for move in. Monthly housing charges include all hydro and basic cable costs. We are conveniently located near schools, community centers, TTC and GO stations and shopping. Unit costs for these large basement units are:

- **3 bedroom: 1,156.00**
- **4 bedroom: 1,494.00**

For more information about the application process or to make viewing arrangements please contact:

Ryan Hayward
Administrative Assistant
416 691 1100
mgmembership@bellnet.ca