**Housing Strategist Training Request Form**

Please complete all areas below and submit to CAA Training:

caatraining@distresscentre.com | Fax: 403-457-3322| Cell: 403-608-5559

**Who is this training intended for?**

Housing Strategist work is designed for individuals who, within the scope of their role as set by their agency, can work within the Coordinated Access & Assessment (CAA) continuum of services to support individuals through the full spectrum of housing strategist services and want to support a Coordinated System of Care for those at risk of or experiencing homelessness. For further information, please consult the Housing Strategist Info Guide at:

<http://chfagency.wpengine.com/wp-content/uploads/2021/02/HousingStrategist_InfoPackage.pdf>

**Training Overview**

**Calgary’s Coordinated System**

* Pre-Training Workshop (1.5 hours) Calgary’s Coordinated System provided by CHF. Designed to provide an overview of the Homeless Serving System of Care and to better understand a Coordinated System and the role of a Housing Strategist within a Coordinated System.

This training is provided in person at Calgary Homeless Foundation (615 Macleod Trail SE suite 1500, Calgary, AB T2G 4T8)

* **Requirements for training:** 
  + Please look over the resource guides prior to training to familiarize yourself with the programs in the various sectors:

<https://agencies.calgaryhomeless.com/caa/forms-info-guides-terms-of-reference/>

**Housing Strategist Training**

* Housing Strategist Training (Full Day) provided by the CAA Team at SORCe. Participants will further their understanding of CAA and the Coordinated System and develop the ability to administer NSQ’s and enter them into HMIS.
* This training will be in-person at the Distress Centre Calgary office, located on the 5th floor at 999 8 St SW. Paid parking is available in the parking lot or on 10 Ave SW. A Distress Centre staff member will meet you at the front foor of the office before 9 am to sign you in – please knock on the door as the office is closed before 9 am.
* Coffee, tea and muffins will be provided in the morning and you will be on your own for a 1 hour lunch break. There are numerous options in the area for lunch. You are also welcome to bring your own and eat in the training room. We will provide water throughout the day.
* Please note that masking is not mandatory in the building, but feel free to wear a mask if it makes you more comfortable. All surfaces will be cleaned and sanitized before and after the session.If you are experiencing any symptoms or not feeling well, please do not attend the training and reschedule for another session.
* **Requirements for training:** 
  + Participants ***must have access to their own computer/laptop to attend***. If you do not have access to a laptop, please indicate on this form.

Training dates can be accessed at the below link, please indicate your training date preferences on the table below: <https://agencies.calgaryhomeless.com/wp-content/uploads/Winter-2023-Training-Dates-1.docx>

|  |  |  |  |
| --- | --- | --- | --- |
| Trainee Name |  | Date |  |
| Agency |  | Position & Program |  |
| Email Address |  | Phone Number |  |
| Supervisor Name |  | Supervisor Email |  |
| 1st preferred date |  | 2nd preferred date |  |

\*\*Does this staff member have an existing HMIS account? YES □ NO □

\*\*Does this staff member have access to a laptop to bring to the in-person training? YES □ NO □