

BUILDING FOR THE FUTURE

WITH CENTRAL MORTGAGE AND HOUSING CORPORATION





Le siège social

Central Mortgage and Housing Corporation offers the university graduate employment with an immediate challenge in his chosen field while providing long range opportunity for advancement. Founded in 1946, CMHC is the Federal housing agency responsible for the administration of the National Housing Act. With Head Office in Ottawa, more than 50 offices across the country, the Corporation has a staff of approximately 2000. To fulfill its functions, many of a semi-commercial nature, CMHC operates as a Crown Corporation within the Public Service, but independent of the Civil Service Act.

Canadians are fortunate in their environment, but in spite of our vast country and abundant natural resources, we share a common problem with other nations—the rapid urbanization of the population. To alleviate this problem Central Mortgage and Housing Corporation has developed programs of assistance to provinces, municipalities and individuals through grants and loans for urban renewal studies and projects to revitalize the older and blighted sections of our cities, towns and villages; for subsidized public and low-rental housing to provide accommodation for low-income families and elderly persons; for water and soil pollution control systems; for construction of student residences at our universities; and for the traditional responsibility to assist individual home purchasers finance their homes.

Canada's housing policy has won the respect of many foreign countries and, as a result, Central Mortgage periodically sends personnel abroad to assist developing nations in preparing housing legislation and programs. To carry out our present and future tasks and to maintain the excellent record of the past, we are searching for men and women from every discipline of study who seek a rewarding career rebuilding our cities to meet the growing demand of an urban society. To maintain a high level of staff training we offer allowances and limited paid leave for post-graduate studies while in the employ of the Corporation.

We invite you to read this booklet, particularly in the area of your specialization, and consider it an invitation to request a personal interview at your university or at any CMHC office.

And whatever your choice of vocation may we take this opportunity of wishing you every success in the years ahead.

ARCHITECTS AND PLANNERS

In recent years there has been a growing demand for architects and planners in the Corporation. The Architectural and Planning Division provides a variety of interesting work, both at Head Office and in the field, for graduates interested in the environment of the Canadian people.

For the architect, the work of the Architectural and Planning Division at Head Office includes the design of low-rental housing for Federal-Provincial partnerships as well as the design of housing for other government departments and agencies. In the field offices, the architect is involved in the review of all housing proposals submitted to the Corporation for lending purposes under the National Housing Act.

The planner at Head Office and in the branch offices is responsible for the review and consideration of applications submitted for urban renewal studies and schemes, and the review of



Head Office—Miss Clare Nesbitt, Diploma of Town Planning, University of Toronto.

Architectural Conference



proposals for the implementation of these schemes. He is also concerned with the co-ordination of the acquisition or disposal of land by the Federal Government in urban areas. The planner develops and maintains a sound knowledge of municipal activities and intentions as a background for the fulfillment of his duties. In the field offices, the planner and the architect are generally responsible for advising the branch manager on all matters concerned with their specializations falling within the branch office jurisdiction.

The future of the architect and planner working with the Corporation can be rewarding and challenging with the promise of a long and varied career.



Public Housing in Vancouver

ECONOMISTS AND COMMERCE GRADUATES

The Corporation requires qualified economists to carry out the varied operations of the Economics and Statistics Division. The principal responsibilities of the division are to develop and analyse the economic conditions on a national scale and in designated areas for housing and the mortgage market. Extensive research carried out in various sections of the division includes assessment of current house building activity, financial matters concerning the conditions of the market for long-term capital, development of cost and price indices relating to the supply of new dwelling units, analysis of housing conditions with particular emphasis on the low-income aged groups. Also, the division studies housing legislation and trends in other industrial countries and especially the United States.

In essence the division offers exceptional opportunities for young graduates of economics or commerce who are seeking a demanding and interesting position in these fields.

ENGINEERS

For the graduate engineer the operations of the Corporation provide many opportunities to develop his technical skills. As part of a team, along with architects and planners, the engineer is involved in the design of public and low-rental housing projects from their initial stages through completion. When the actual construction begins the engineer is required to provide on-site supervision of the project.

Sewage Treatment Plant



In addition to this supervisory role he must examine technical documents submitted to the Corporation supporting applications for loans and contributions for urban renewal and water pollution control systems, and for the acceptance of building materials incorporated into NHA housing units.

It is also the engineer's duty to interpret building standards prescribed by the Corporation and to deal with other official bodies in the development and administration of these standards. Such a career will attract the graduate especially interested in building construction, administrative and mechanical engineering, municipal development and urban planning.

ADMINISTRATORS

Central Mortgage and Housing Corporation requires well trained personnel to administer the operations of various divisions and to become the field managers in the future. For those graduates of public or business administration and the social sciences with a desire for management career, a training and development period offers new employees an opportunity to study the organization and operations of the Corporation. The program provides for the introduction of Administrative Trainees at Head Office or in a major field office.

In addition there are many other opportunities in administration involving research, systems and procedures analysis, computer programming and personnel.

Although there are specialized jobs with CMHC, many graduates in one specific discipline have adapted their education to other departments and divisions using the training courses and experience gained with the Corporation. There are positions of interest in Accounting, Mortgage and Property Administration, Mortgage Lending, Urban Renewal and Public Housing, Property Management; all of which offer a challenge to the university graduate.



Assistant Manager, Fort William Branch—Mr. Michael Dunn, B.A.,
Sir George Williams University.



University Residence, U.B.C.

LAWYERS

The Legal Division of the Corporation deals with all matters arising from the administration of the National Housing Act, 1954, and the Central Mortgage and Housing Corporation Act. Headed by a Chief Solicitor and staffed by senior and junior solicitors who are members of the various provincial bars across the country, the staff is centered at Head Office, Ottawa with four lawyers in Quebec—three in Montreal and one in Quebec City. All legal documents dealing with real estate transactions, Federal-Provincial projects, defaults on the Mortgage Insurance Fund as well as undertaking the preparation of all Orders in Council required by the National Housing Act and the CMHC Act are handled by the Division.

Also the Legal Division is responsible for drafting, in conjunction with the Department of Justice, proposed legislation and regulation changes, and for advising management and other divisions of the Corporation on all legal aspects of the operations.

INFORMATION OFFICERS —WRITERS

The principal function of the Information Division is to describe to Canadians the various facilities offered by CMHC under the National Housing Act.

The majority of the staff is maintained at Head Office and regional information officers are located in major centers across the country. The division produces pamphlets, articles and speeches, publishes several internationally known periodicals concerning housing and arranges seminars, films, and speakers to explain and publicize the work of the Corporation and offers services and material to radio, television and the press. For graduates interested in the expanding field of communication, the division offers challenging writing assignments, excellent experience in public relations and opportunity for advancement to senior positions.

CAREER BENEFITS —EMPLOYMENT ADVANTAGES

Competitive salaries
liberal vacation and other leave policies
attractive surroundings
pension plan
"in company" training and development courses
group life and health insurance
leave and financial assistance to further education