

Position Title: COVID-19 Response Casual Worker

**Contract end date: Subject to funding**

Program: Warm Zone

Position location: Abbotsford

Reports to: Warm Zone Manager

Hours of work: As per program requirement

Posting Date: April 12, 2021

Closing Date: April 19, 2021 **5 pm**

This position requires UNION MEMBERSHIP

### **Internal / External Job Posting**

**Compensation will be in accordance with Appendix A of the BCGEU Collective Agreement.**

**Classification: TH Support Worker**

**Wage Grid: 10**

### **Program Information:**

The COVID-19 Response Worker position includes, but is not limited to, crisis and information calls, advocacy with community agencies, police, government agencies, and legal services. This position works within 12hr, 24- Hours (12X2 Hours) emergency shelter during COVID-19 for homeless adult women who struggle with a variety of issues such as homelessness, addictions, and mental health. The 24-Hours Shelter provides intake, orientation and support for women entering the shelter. The 24-Hours Shelter will connect with public service agencies relevant to the needs of the shelter client.

**Reports to:** Program Manager

### **Duties and Responsibilities:**

- Prepares the shelter i.e. assembling cots
- Ensures the shelter spaced is maintained and kept clean
- Performs security checks and client check ins
- Maintains statistical shelter client information
- Provides crisis intervention and risk assessment for shelter clients
- Monitors and ensures the safety and comfort of residents and the security of the facility

- Facilitates resolutions between of conflicts between residents
- Distributes and collects harm reduction supplies
- Provides emotional support, encouragement, safety planning and problem solving support to residents
- Prepares meals for shelter clients
- Prepares shift reports and ensure they check in with the next shift before leaving
- Perform transition house duties at secondary location as required
- Ensures completion of housing keeping services such as laundry, cleaning, grocery shopping and maintain supplies
- Attends mandatory Staff Meetings

## **Skills and Knowledge**

- Excellent understanding of the complex issues and needs pertaining to women who find themselves on the street.
- Excellent understanding of violence against women issues both within dominant and non-dominant cultures
- Strong understanding and commitment to SARA For Women's Mission, Vision and Values
- Firm commitment to working from a feminist perspective, providing women centered, trauma informed and client centered approach and a pro-choice stance
- Comprehensive understanding of social services and resources in the Fraser Valley and how to access them
- Strong listening skills, written and oral communication skills including public speaking skills required
- Demonstrated ability to clearly communicate information to others (i.e. case notes, reports and statistics)
- Demonstrated ability to provide crisis intervention, safety planning and exit planning and support for women
- Demonstrated ability to support women through their journey toward healing and independence, through providing individual and group support and referrals as needed
- Strong knowledge and experience of providing services to women in an integrated and multi-agency and service provider team environment
- Demonstrated ability to work with diverse clientele, and cultural competency
- Demonstrated ability to work both independently and as part of a team

## Competencies

- Solid and demonstrable work ethic and the ability to work efficiently and with minimal supervision
- Demonstrated ability to take initiative and to work independently
- Commitment to a coordinated team-based approach
- Ability to network and interact well with other service providers, internal and external team members
- Energetic, positive, optimistic, and pragmatic
- Demonstrated commitment to building and sustaining a healthy workplace
- Excellent inter-personal and communication skills.
- Able to provide non-judgmental support to both clients and colleagues
- Ability to be adaptive to different situations
- Commitment to ongoing professional development and learning
- Strong time management and organizational skills
- Physical competency; cleaning common clients area, packing the shelter cots, carrying groceries, sorting donations able to lift 20kilos

## Qualifications

Related Community Certificate/Diploma preferred plus (1) year recent related experience

- Experience working with high risk, multi-barrier adult women
- Standard first aid certificate required
- Excellent understanding of the complex issues and needs pertaining to women who find themselves on the street.
- Excellent understanding of violence against women issues both within dominant and non-dominant cultures
- Strong understanding and commitment to SARA for Women's Mission, Vision and Values
- Firm commitment to working from a feminist perspective, providing women centered, trauma informed and client centered approach and a pro-choice stance

- Comprehensive understanding of social services and resources in the Fraser Valley and how to access them
- Strong listening skills, written and oral communication skills including public speaking skills required
- Demonstrated ability to clearly communicate information to others (i.e. case notes, reports and statistics)
- Experience providing individual and/or group support to assist women
- Demonstrated ability to provide crisis intervention, safety planning and exit planning and support for women
- Demonstrated ability to support women through their journey toward healing and independence, through providing individual and group support and referrals as needed
- Strong knowledge and experience of providing services to women in an integrated and multi-agency and service provider team environment
- Experience working with mental illness and addictions
- Demonstrated ability to work with diverse clientele, and cultural competency
- Demonstrated ability to work both independently and as part of a team

*A Criminal Record Check for Vulnerable Populations*

**Submit cover letter and resume: [Human.Resources@saraforwomen.ca](mailto:Human.Resources@saraforwomen.ca)**

**Subject: COVID-19 Response Worker – Warm Zone**

SARA promotes the principles of anti-oppression, diversity and inclusion. We strive to represent the diverse communities that we serve. Individuals from First Nations, diverse ethno cultural origins, religions, abilities and sexual orientations are encouraged to apply.

While we thank all candidates for their interest, only those selected for an interview will be contacted. No telephone inquiries please.