



Position: Transition House Worker
Unionized position
(Casual employment)

Starting Date: As soon as possible

Wage: \$ 21.63 - \$25.19 per hour

Department: Transition House Program

Position Summary:

All employees of TCT rigorously uphold the confidentiality and anonymity of all clients. Safety is paramount and governs all interactions and job functions. All employees are expected to endorse the philosophy, policies, goals and objectives of the Society and provide services within a cross-program collaborative framework. Transition House employees are expected to maintain an accurate knowledge and practice of policies and procedures specific to the program including community resources. The role of the Transition House Support worker falls into three general categories.

- Direct Client Service Delivery
- Household Maintenance
- Program Administration

Direct Client Service Delivery

- Model personal accountability, responsibility, inclusion, boundary setting and initiative;
- Demonstrate safety practices, problem solving, crisis intervention skills, critical thinking, and active listening;
- Engage with clients from a trauma-informed perspective;
- Orient new residents to the program/agency services and expectations
- Complete a Domestic Violence Risk Assessment with client
- Assist clients in the development of a Personal Service Plan and Safety Plan
- Assist clients in the development of a Personal Budget

- Assist clients in developing/maintaining good hygiene, nutritional and household management practices;
- Assist clients in developing strategies to overcome barriers to independence, resiliency and autonomy – personal, housing, legal, financial, physical/health, educational;
- Present clients with researched information to increase client's ability to make an informed choice;
- Where required seek collaborative service opportunities both intra and inter-agency to assist clients
- When appropriate and in accordance with the Personal Service Plan, facilitate referrals to community resources;
- Performs other related duties as required.

Household Maintenance

- Role model maintaining the facility as safe, clean and hygienic;
- Responsible for ensuring home management tasks are completed in a timely and consistent manner;
- Ensure bedrooms are thoroughly cleaned prior to assigning to a new resident;
- Maintain household laundry;
- Clean and maintain common living areas;
- Completes rotational cleaning duties as assigned;
- Monitor and ensure adequate supplies, including food, linens, and household cleaning supplies are maintained;
- Performs other related duties as required.

Program Administration

- Screen potential clients for suitability;
- Respond to crisis calls by providing support and/or information;
- Maintain accurate records – logs, statistics, client files, schedules;
- Liaise with related professionals and community partners;
- Performs other related duties as required.

Education, Training and Experience:

- A college diploma from a recognized institute with emphasis on social services;
- Specialized training in violence/trauma in the family from a recognized program;
- A minimum of one year direct experience working with women and children who have experienced violence; or an equivalent combination of education, training and experience;
- A current specified First Aid Certificate.

Job Skills and Abilities:

- Knowledge and understanding of the cycle of violence;
- Knowledge and understanding of the dynamics of functional families;
- Knowledge of ancillary systems involved in domestic violence; legal system, community advocates, applicable legislation, practices and policies of MCFD;
- Demonstrated non-judgmental compassion, empathy and perspectives;
- Well-developed ability to communicate effectively both orally and in writing;
- Strong organizational and time management skills;
- Well-developed critical thinking skills;
- Ability to assess needs, strengths and challenges in self and others;
- Well-developed decision making skills;
- Ability to work with minimum supervision while working in a team setting;
- Ability to work on your own;
- Knowledge of the local resources.

Additional Information:

- Proficiency in English is required.
- Criminal Record Check required.
- This position is required to work in a stressful environment, often dealing with clients in crisis situations, which are or have experience physical, sexual and emotional abuse.
- A flexible work schedule is required to include shift work.
- Casuals are required to submit availability for a minimum of 16 shifts per month; a minimum of four shifts over two weekends per month; four shifts must be night shifts in any given month and casuals must be available for 8 of the 12 calendar statutory holidays.
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- a. Shifts are as follows:
- b. Night Shift – 12:15 am – 7:15 am
- c. Am Shift – 7:00 am – 2 pm
- d. Afternoon – 1:45 pm – 8:45 pm
- e. Evening - 8:30 pm – 12:15 am
- As noted above Valid CPR certificate – including Children’s First Aid.
- We use an agency-wide recording and data computer program – successful candidates will have basic computing skills and the ability to quickly learn this program.

If you are interested in this position, please notify by email

Lorna Thomson, Transition House Program Manager

Email: lorna@tricitytransitions.com

Deadline for application is 3 pm Oct 22, 2021..

