



ann davis transition society

Ann Davis Transition Society

Title: Crisis Intervention Worker

Reports To: House Coordinator

Hours: Varied – Mornings, Days, Evenings, Overnights – Weekdays, Weekends, & Holidays

To apply: Send cover letter and resume to hr@anndavis.org

Summary:

Ann Davis Transition Society is searching for a qualified applicant to become part of our team! The Crisis Intervention Worker creates a welcoming and safe environment for the residents of an Ann Davis Transition Society safe house. The Crisis Intervention Worker provides emotional support, goal planning, advocacy, crisis intervention, safety planning and offers resources and referrals to women (including transgender women) and children. The Crisis Intervention Worker contributes to administrative and overall safety and facility responsibilities of the safe house. The safe houses operate 24 hours 7 days per week. This position provides staff coverage, at times with little notice dependent on the staffing need.

Job Duties and Responsibilities:

- Welcomes and orientates women to the safe house by providing them with opportunities to identify, express and understand their feelings regarding homelessness, trauma, violence and family separation;
- Provide individual emotional and practical support to women as needed by phone, through follow-up/outreach when possible, and in person in the safe house;
- Meets with women seeking shelter services, assesses suitability, offers support, safety planning, resources, referrals and conducts intake procedures if the woman is appropriate and eligible for residence at the safe house;
- Assists residents in goal planning; developing and implementing plans to enter the workforce, register for training, secure accommodations (etc.) prior to their departure date;
- Required to complete all necessary documents for intake and departure. Must maintain and submit statistical records as directed;
- Assigns, assists with, and directs residents with daily household chores as necessary;
- Work with residents in resolving conflicts, encouraging residents to accept responsibility and to be part of the solution. Attempt to maintain harmonious communal living;
- Ensures smooth operations of the safe house by performing operational duties including but not limited to; shopping, taking inventory, ordering supplies, stocking the pantry, food rotation in fridge, yard work, garbage, recycling, and light housekeeping;
- Ensures resident files, documents and related record keeping are up-to-date, accurate and maintained in a secure cabinet;
- Collaborates with the House Coordinator to ensure residents have opportunities to be engaged in programs, workshops, training and counselling;
- Abide by all Ann Davis Transition Society policies and procedures;
- Undertakes other relevant duties as assigned by a supervisor.



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Qualifications

- High School Diploma, G.E.D. or equivalent;
- Diploma or degree; University students currently enrolled in this field may be accepted. Or the equivalent combination of education, training and experience as approved by the Director of Housing or the Executive Director;
- Preferred 1 - 2 years' experience providing direct service to women;
- Current CPR C and First Aid Certificates;
- Must be capable of passing and maintaining a Vulnerable Sector Criminal Record Review, failure to satisfy this will necessitate the employee being removed from the position;
- Proven ability in previous employment to successfully work with women and their children in a sensitive, effective and professional manner;
- Possess working knowledge regarding physical and mental health conditions of clients and have the ability to treat all clients with professionalism and respect.

Job Types: Part-time, Casual

Salary: \$21.63 per hour