

SARA for Women Society

Job Description

COVID- 19 response Worker

Classification: Transition House Worker

Grid Level: 10

This position works within 12hr, 24- Hours (12X2 Hours) emergency shelter during COVID-19for homeless adult women who struggle with a variety of issues such as homelessness, addictions, and mental health. The24-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 shelterclients
- 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