

Notice:**JOB POSTING #0047****POSITION:****Mobile Shelter Case Worker****1 Temporary Full Time – Guildford Shelter**

Position is temporary until incumbent returns

SALARY:**\$21.85 -23.69** depending upon applicants' length of seniority (as per the Collective Agreement)**HOURS AND DAYS OF WORK:**

- **Monday to Friday**
- Shift times will be **08:00 to 16:00 hrs.** Shifts are 7.5 hours in length
- Days of rest shall be consecutive. Schedule may change with two weeks' notice
- Probationary/ qualifying period will be 488 hours with mid and end point reviews.

JOB SUMMARY:

The Mobile Shelter Case Worker (MSCW) reports to the Site Manager and works in accordance with the mission and philosophy of Lookout Housing and Health Society including following Lookout's Code of Ethics. MSCWs are front-line staff working within a 24hr, 7 day a week emergency shelter for homeless adults who struggle with a variety of issues such as homelessness, additions and mental health. MSCWs carry out a variety of duties related to supporting and referring guests to services.

JOB DUTIES: (in brief)

- Provide support, supervision and assistance to homeless adults who may be facing multiple barriers
- Assist guests with identifying and assessing needs/issues and developing a flexible plan of action to ensure basic requirements are met; may relate to housing, food, health, legal, financial, and other needs.
- Follow up on crisis support by referring to various community and other services to ensure a safe and supportive environment for all.
- Provide other related on-site services
- Complete required records and maintain statistical data
- Support others in the shelter who need assistance
- Provide assistance for new staff

QUALIFICATIONS & COMPETENCE:

- Related Diploma or Certificate or minimum Grade 12 education, plus three (3) year of recent related experience or equivalent combination of education, training and experience
- Familiarity with community resources, particularly addiction, mental health, welfare and harm reduction.
- **Must have current OFA 1 First Aid Certificate**
- **Must have Class 4 Drivers' License and Drivers' Abstract**
- **Reliable vehicle – insured for Business Use**
- Crisis Intervention Skills Training an asset
- Demonstrated Case Planning skills
- Ability to work independently or in a team setting
- Strong ability to manage stress and organize workload
- Excellent communication, writing and documentation and organizational skills.
- Understands and maintain clientele/worker boundaries
- Ability to work with disadvantaged and challenging adults in a diverse environment
- Strong physical and mental ability to perform work tasks and operate job related equipment.
- Minimum of two years sobriety required
- Criminal Record Clearance – vulnerable sector

CLOSING DATE: Applications will be accepted until **17:00 hours, February 20, 2018****TO APPLY:** Submit Application form and submit resume. Quote Job Posting #.Email to: info@lookoutsociety.ca

*"All employees, including laid off and displaced employees, are entitled to apply on the vacancy and be considered pursuant to the provisions of Article 12.9 (Selection Criteria)." **Internal applicants must notify manager of intent to apply.** External applicants will be reviewed after Internal.*

ALL QUALIFIED APPLICANTS WELCOME TO APPLY. THOSE SHORT-LISTED WILL BE CONTACTED

c. BCGEU, Shop Steward