

NOTICE:

JOB POSTING #0344

POSITION: Medical Shelter Resource Worker (Grid 21)1 Part Time – Al Mitchel Place - Hospital to shelter program

SALARY: \$22.38 - \$24.47 depending upon applicants' length of seniority (as per the Collective Agreement)

HOURS AND DAYS OF WORK:

- **Saturday and Sunday**
- Shift times are **09:00 - 17:15 hours**
- 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 Shelter Resource Worker (SRW) reports to the Program Manager or designate, working in accordance with Lookout Housing and Health Society's mission, values, Code of Ethics. This role supports the Priority Hospital to Shelter program, and is responsible for assisting guests with their transition into the community following discharge from a hospital environment. The medical Shelter Resource Worker provides a variety of day-to-day physical, emotional and social support to guests, life skills assistance, information and resources and demonstration to guests as required by their case plans.

JOB DUTIES (In Brief):

- Provides feedback and input regarding guest needs, performance and progress, with a heavy emphasis on medical needs related to the Priority Hospital to Shelter program.
- Administers medication to guests; communicates with their pharmacy on their behalf, with guests' consent; and provides medication reminders, in accordance with established policy.
- Assists guests with the development of life skills (ie: maintaining personal hygiene, housekeeping, meal planning, preparation, meeting financial obligations, making and attending medical appointments) and interpersonal skills, through methods such as demonstration, modeling, supporting or assisting as medically recommended. The MSRW addresses where these skills may be further compromised due to guests' healthcare needs.
- Assists guests with daily living activities related to their medical needs, such as grooming, weighing themselves, making medical appointments, cleaning their personal spaces and belongings, and accessing transportation
- Participates in, and oversees, various guest-focused social and recreational activities.
- Accompanies guests on outings, including critical medical appointments, should they occur.
- Receives guest feedback, and inquiries and complaints, and responds as required.
- Identifies available medical, social, economic, recreational, and educational services and resources in the community that will meet guest needs.
- Completes and maintains records and documentation related to the role, such as statistics, progress reports, and daily logs.
- Performs housekeeping duties such as sweeping and mopping floors, vacuuming, dusting, washing dishes and laundry.
- Provides direction to volunteers as required.
- Performs other duties as required.

QUALIFICATIONS & COMPETENCE:

- Minimum Grade 12 education, plus one (1) years of recent related experience; or equivalent combination of education, training, and experience
- Certificate in Community Social Services
- Familiarity with community resources; such as addiction, mental health, income assistance and harm reduction
- **Valid certificates in CPHR, First Aid, and Food Safe**



- Crisis Intervention Skills (CPI), Naloxone and Trauma Inform Practice training is an asset
- Class 5 BC Drivers License
- Ability to work independently or in a team setting
- Strong ability to manage stress and organize workload
- Excellent communication, writing, documentation, and organizational skills
- Understands and maintains 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
- A minimum of two (2) years of sobriety if you have had concerns related to alcohol and/or drug use
- Criminal Record Clearance – Vulnerable Sector required
- A vehicle is required

TO APPLY: Submit cover letter and resume, and quote **Job Posting #** in the subject line to: work@lookoutsociety.ca

CLOSING DATE: Applications will be accepted until **October 23, 2020 at 5:00pm**

*"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." **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