

NOTICE:

JOB POSTING #0029

POSITION: Outreach (HPP) (Grid 34)

1 Full Time–Gateway, Surrey

SALARY: \$26.42 - \$28.63 depending upon applicants' length of seniority (as per the Collective Agreement)

HOURS AND DAYS OF WORK:

- **Monday through Friday**
- Shift times will be **08:00 to 16:00 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 Outreach Worker reports to the Designated Manager and works in accordance with the mission and philosophy of Lookout Emergency Aid Society including following Lookout's Code of Ethics. Outreach workers provide a variety of support, direction, assistance and advocacy services to clients including, but not limited to, those facing challenges with stable housing, addictions, mental health, HIV etc. The Outreach Worker provides support and advocacy for treatment and follow up services for those who do not adequately utilize needed services.

JOB DUTIES (In Brief):

- To provide assistance, support and skills training to adult men and women in order to establish and maintain stable living situations as independently as possible
- Will discuss, isolate and assess problems, and develop a flexible plan of action
- Ensure basic needs are met by networking clientele with needed services, providing crisis intervention as necessary, and administering finances and medications or arranging coverage
- Complete required paperwork and maintain statistical data
- Aid in the training and upgrading of placement programs for staff, volunteers, and students

QUALIFICATIONS & COMPETENCE:

- Related Diploma or Certificate; or minimum Grade 12 education plus two (2) years of recent related experience; or equivalent combination of education, training and experience; and prefer a minimum of one (1) year case management experience
- Familiarity with community resources; particularly addiction, mental health, welfare, and harm reduction
- **Must have current Occupational First Aid Level 1 Certificate and a Class 4 Driver's Licence and Driver's Abstract**
- **Must have two doses of COVID 19 Vaccine**
- Crisis Intervention Skills Training is an asset
- 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 two (2) years of sobriety if you have had concerns related to alcohol and/or drug use
- Criminal Record Clearance – Vulnerable Sector

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 **January 20, 2022 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