

Start Me Up Niagara Shelter Worker



Job Description

TYPE OF POSITION:	Seasonal
LENGTH OF TERM:	6 months
REPORTS TO:	Overnight Shelter Program Coordinator
CLOSING DATE:	October 8, 2021

Position Summary:

Shelter Worker is an experienced professional with a background in dealing with people in crisis and with the ability to interpret and understand regulations and program eligibility proficiently. The overall objective for this position is to support participants who find themselves homeless, determine their eligibility and assess their sheltering needs.

Shelter Worker provides support to guests who are facing challenges including poverty, mental health, addictions, abuse, and social isolation. Secure all shelter space by conducting timed checks within and around the building

This position has a variety of responsibilities. The job description outlined below is intended to be a guideline for the many tasks that this position entails and may be reasonably modified as program needs change.

Responsibilities:

- Screen and register guests before entering the shelter
- Conduct health and safety checks and COVID-19 screening
- Align sleeping arrangements in accordance with fire regulations leaving ample room between rows
- Keep all spaces accessible and free from any clutter at all times
- Assist with getting guests checked out at the appointed time
- Direct guests to pick up their blankets, remove pillow slips and positioning mats to be sanitized
- Ensure guests leave the shelter at the appointed time, conduct a final inspection of the whole building, in and around, before leaving, being certain all have left the premises
- Work as a team by connecting with members and coordinating a safe environment
- Work with the team in arranging how to handle an emergency situation
- Abide by a system of rotation to keep team members awake through the night
- Use the log book and any provided form of record keeping to record any/all information
- Set up door alarm system and any other alarms
- Conduct environmental scans to ensure guests are safe and not breaking shelter rules
- Be aware of your environment at all times and continually scan the area for potential hazards
- Assist in promoting and implementing a No Tolerance for illegal drugs (including using, selling and purchasing)
- Safely and respectfully evict guests who violate the shelter's No Tolerance rule
- Record any incidents on Incident form provided
- Other reasonable duties

Requirements:

- Post-secondary education or equivalent

- Several years of experience working with people who are homeless, under-housed and who are hard to house
- Knowledge of tenant population, diversity issues, anti-discrimination practices, and systemic reasons for homelessness
- Use discernment at all times as our goal is to make our guests feel safe and welcome
- Use your words to de-escalate situations and reason by using options
- Use of excellent organizational, time management, and communication skills, both verbally and in writing.
- Standard First Aid and CPR-C, with Certificates in Crisis Prevention and Intervention, would be an asset
- Understanding of shelter diversion, low barrier access, Housing First principles
- Knowledge of available referral sources for providing services to clients, including available community support and social service resources an asset
- Must be prepared for a flexible work schedule, including night, weekends, and holidays
- Must be able to maintain a professional demeanor and healthy boundaries
- Have a positive, non-judgmental attitude toward others
- Must be able to remain calm in stressful situations
- A satisfactory Vulnerable Sector Criminal Records Check is required if hired
- Satisfactory clearance under the Vulnerable Sector Police Check Program
- Must be qualified to legally work in Canada.

Accommodation

Accommodation provided during all parts of the hiring process, upon request, to applicants with disabilities. Applicants should make their needs known in advance.

How to Apply:

Applicants are invited to email a cover letter and resume to tbenjamin@startmeupniagara.ca with the subject line "Shelter Worker".

SMUN is an equal opportunity Employer. In compliance with AODA, this job posting is available in alternate format upon request. To request disability accommodation, please contact tbenjamin@startmeupniagara.ca