

JOB POSTING

Job Title:	Extreme Weather Response Coordinator	Status:	Temp (Nov 15, 2025 to April 15, 2026)
Program:	Extreme Weather Response	Rate Range:	\$27.43 - \$30.43
Location:	New Westminster	Posting #:	25-EWR-002
Hours:	Varies Hours	Closing Date:	November 18, 2025
Schedule:	On-Call		

The Elizabeth Fry Society of Greater Vancouver (EFry) is a charitable organization that supports women, girls, and children at risk, involved in or affected by the justice system. Our programs work to break the cycle of poverty, addiction, mental illness, homelessness, and crime.

We are recruiting an On-Call, Extreme Weather Response Coordinator. Support workers provide awake around the clock support and management of the site for residents, providing assistance and support to make plans to address their immediate crisis needs and housing plans. Staff and residents participate in the day-to-day living tasks involved in communal living.

KEY RESPONSIBILITIES:

- Identify both physical and program needs and report them to the Department Director.
- Schedule employees
- Address inquiries about EWR operations
- Enter EWR statistics into HFIS.
- Maintain and provide required reports and statistics
- Support the overall functioning of the EWR program and care of the residents and staff.
- Provide a psychosocial environment and a therapeutic approach to support clients toward integration and normal functioning in the community.
- Ensure clients wellbeing while in the program.
- Assist clients with referrals in the community to support their wellbeing and personal needs.
- Perform light housekeeping duties ensuring quality control for all equipment and maximum cleaning effectiveness.
- Perform other related duties as assigned.

QUALIFICATIONS:

- Diploma in a related human/or social services field and a minimum of one (2) year recent related experience, or equivalent combination of education and experience.
- Working knowledge of issues impacting women who experience poverty, trauma and homelessness, addictions, and mental illness.
- Working knowledge of legislation and policies related to Social Assistance, Mental Health Act and Child, Family & Community Service Act.
- Excellent communication skills both written and verbal.
- Understanding of crisis management, risk assessment, trauma, and gender-informed practice.
- Excellent communication skills both written and verbal.
- Ability to lift up to 30 lbs.

MANDATORY JOB REQUIREMENTS:

- Food Safe Level 1.
- Standard First Aid with CPR-C.
- Evidence of a Tuberculosis Test and compliance with the TB Control Program.
- Doctor's Note of fitness required.
- Satisfactory Criminal Record Review (Vulnerable Sector Search).

EFry is committed to creating an inclusive and equitable environment where all those participating in the organization are valued for their differences. We encourage and welcome applications from all qualified individuals, including applicants from all cultures and backgrounds, racialized communities, indigenous communities, diverse sexual and gender identities, various religious backgrounds, women, and those with disabilities. We are committed to a selection process and work environment that is inclusive and barrier-free. We encourage applicants to self-identify if they wish to do so.

Interested internal candidates must submit a cover letter and resume to hiring@efry.com by no later than December 19, 2025, with the subject line **Internal - 25-EWR-002**.

Interested external candidates must submit a cover letter and resume to hiring@efry.com by no later than December 19, 2025, with the subject line **External - 25-EWR-002**.

We thank all applicants for their interest in this opportunity; however, only those selected for an interview will be contacted.