Elizabeth Fry Society of Greater Vancouver

JOB POSTING

Job Title:	**Housing Support Worker**	**Status:**	**Casual**
Program:	**Legacy Manor**	**Start Date:**	**ASAP**
Location:	**Abbotsford**	**Hourly Rate:**	**$22.43**
Schedule:	**Varied shifts**	**Posting #:**	**23-022**
	Evenings/Overnights/Weekends	**Closing Date:**	**February 12, 2023**

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 for a casual, on-call, Housing Support Worker for Legacy Manor. Located in Abbotsford, Legacy Manor is a 37-unit supported housing program for women seeking an abstinence focused environment. Support workers provide awake management of the site and ensure the wellbeing of residents. A planned meal service offers two meals (breakfast and dinner) daily. Women live independently and have access to staff for support and case planning.

KEY RESPONSIBILITIES:

- Maintains a warm, safe supportive atmosphere through engaging with housing participants and building rapport and goodwill while overseeing day to day activities of the program.
- Conducts scheduled interviews, and participant registration for housing units.
- Provides participants with day-to-day support as needed through a harm reduction lens and conducts ongoing monthly client meetings to review their plans and goals for themselves and provide case management as needed. Where necessary, identifies participant challenges and develops intervention plans.
- Maintains daily records of operations and client interaction, as necessary.
- Performs light housekeeping duties ensuring a safe, clean hygienic environment for all.

QUALIFICATIONS:

- A Diploma in related field plus one (1) year recent experience in a similar environment or equivalent combination of education and experience.
- Substance use and mental health experience.
- Knowledge and understanding of women with complex needs and the government services they interact with.
- Excellent communication skills both written and verbal.
- Understanding of crisis management, risk assessment, trauma, and gender-informed practice, and case management.
- Proficient in MS word, excel, outlook and data entry.
- Excellent communication skills both written and verbal.
- Valid driver's license (Class 5) with satisfactory driving record, an asset.
- Ability to lift up to 30 lbs.

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MANDATORY JOB REQUIREMENTS:

- **Minimum on-call availability of 7 shifts per week, including evenings, overnights & weekends.**
- Food Safe Level 1.
- Standard First Aid with CPR-C.
- Evidence of COVID-19 vaccination status.
- 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 an equal opportunity employer and is committed to building a diverse workforce and strongly encourages applicants that represent those we serve. We welcome applicants with non-traditional educational backgrounds and field experience.

Interested candidates must submit a cover letter and resume to hr@elizabethfry.com by no later than February 12 2023, with the subject line SW 23-022.

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