

We're Hiring!

**Posting:
A21911**

Shelter Attendant
Casual until March 31, 2022
(On-Call Overnight shifts - 7pm-7am)

**Extreme Weather
Response Shelters**

Options Community Services Society

We are a non-profit registered charity providing social services primarily in Surrey, Delta, White Rock and Langley. We believe in helping people help themselves. We believe in collaborating with individuals, businesses, community groups and government to create focused, effective and responsive resources for the community.

We envision a healthy community as a safe and clean environment where we all have a sense of belonging. It is a place where each of us has the opportunity to work and learn, and to develop and realize goals that are meaningful and fulfilling.

Dangerous, severe weather can be life-threatening if you are homeless. We offer response to Extreme Weather Alerts in White Rock, Cloverdale and Ladner operate between October 1, 2021 and March 31, 2022 in response to temperatures below 2 Celsius or rain storms/weather warnings through Extreme Weather Shelters.

The Shelter Attendants provide temporary, emergency overnight care; plan and implement strategies allowing residents to obtain the skills necessary in securing accommodation and/or access to other resources. They will interact with residents in a positive and supportive manner, while maintaining professional boundaries. They will work collaboratively with the resident in attaining designated goals. Shifts will be called out depending on the weather and needs of each shelter and will be based on overnight scheduling between the hours of 7pm and 7am.

HIGHLIGHTS OF KEY RESPONSIBILITIES

- Working in the Shelter, Attendants will:
 - maintain safety of the site
 - provide First Aid
 - de-escalate crisis
 - providing community resources to clients
 - providing meals as needed
 - accepting clients into the shelter throughout the night
 - doing wellness checks
 - assisting site volunteers
 - maintain positive relationships with the community
- Communicate with Extreme Weather Shelter volunteers at the beginning and end of shifts any necessary information.
- Perform other duties necessary for the enhancement of the program as directed by senior manager or designate.

QUALIFICATIONS

Education, Training, and Experience:

- Current Level I First Aid certificate required

NOTE: Applicants not selected for an interview will not necessarily be notified.

Posted: 21-Sep-03

- Non-Violent Crisis Intervention is an asset (training can be provided)
- Naloxone training required (training can be provided)
- Crisis Line training an asset

Knowledge Skills and Abilities:

- Required to work in a dynamic environment, which may call for adaptation to the emerging trends/demands. A high level of motivation and sensitivity and compassion is required for effectiveness in services to a variety of individuals.
- Possess superior time management skills.
- Proven/demonstrable crisis intervention, conflict resolution and mediation skills.
- Demonstrated effectiveness as part of a staff team.
- Demonstrated proficiency in written, oral and interpersonal communication skills.
- Demonstrated ability to develop program related reference and resource materials.
- Commitment to a problem solving approach.
- Ability to work independently, set priorities, manage multiple tasks and meet deadlines.
- Ability to identify sensitive issues and maintain confidentiality.
- Must be sensitive to and respectful of cultural and lifestyle diversity.

Successful candidates will be required to provide a current and satisfactory Criminal Reference Check/Vulnerable Sector Search preceding your start date.

Applicants with lived experience are strongly encouraged to apply.

CLOSING DATE: Ongoing until **March 31, 2022**

PLEASE APPLY TO: Andrea Dodd, Program Manager
Options Community Services Society

Email: andrea.dodd@options.bc.ca

Please include a cover letter indicating the posting number [#21911] and detailed resume outlining your qualifications and related experience for the position.

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