



JOB POSTING

Title: Transition House/Wigwam Support Worker
Reports to: Health Director
Terms: Full-time Employment
Hours: 35 hours per week
Salary: \$35,000-\$40,000 per annum, dependent on qualifications
Location: Transition House

Position Summary:

The Transition House/Wigwam Support Worker would provide a range of support services, security, advocacy, information, education, crisis intervention and referrals to clients, and crisis line callers. This position involved shift work, including weekends and possibly holidays.

Duties:

- Screening prospective residents for suitability prior to admission
 - Conducting intake interviews
- Orients and assists residents to settle into the house
- Assess resident needs and provide appropriate assistance and support
 - Including defining and implementing action plans
 - Providing information to residents on available resources and recommending appropriate resources
- Handle crisis calls as well as in-house crises
 - Provides information, advocacy for and assistance to residents and crisis line callers
 - Including resolution of conflicts between residents
- Provides emotional support, encouragement, goal setting and problem solving support to residents.
- Facilitates house and/or support group meetings
- Liaises with other service agencies and professionals
 - Maintains current knowledge of issues and resources related to abuse and violence
 - Provides presentations and public awareness activities about services and issues of abuse
- Maintains case notes, resident records, documents, forms and statistical information
- Maintain confidentiality of client information
- May be required to accompany and/or transport residents to outside services
- Maintain safety of environment, both in house and the surrounding property
- Housekeeping duties include cleaning, laundry, maintaining supplies, and grocery shopping

Qualifications:

- Degree or Diploma in Social Work, Social Science or related field required
 - Knowledge of case management techniques
- One (1) year recent related experience working in the above mentioned field(s)
- Experience working with Indigenous people, organizations, and communities is an asset
 - Knowledge and understanding of cultural sensitivity and traditional teachings
- Ability to work collaboratively with staff, community members, Chief & Council, and government agencies
- Experience in providing support to women and children, youth, and families an asset
- Effective interpersonal and communication skills
- Ability to exercise discretion in handling confidential subject matter
- Excellent time management and strong organization skills; a multi-tasker
- Ability to handle crisis situations
 - Ability to work effectively under pressure and in stressful situations
- The ability to demonstrate assertiveness along with both professional and personal boundaries
- Efficient time, organizational and stress-management skills
- Ability to work as a team and independently
- Proficient computer skills, including Microsoft Office programs, Outlook, etc.
- Must have a valid Class 'G' driver's license with \$2M liability insurance with reliable method of transportation (organization fleet to be used; however may not always be available)
- Degree in related field or a combination of education, relevant experience and training in the domestic violence field
- Knowledge of community resources and harm reduction model an asset
- Certifications, such as Safe Food Handlers, WHMIS, etc., or willingness to be trained and obtain if offered the position
- Current Criminal Reference Check with Vulnerable Sector Search required (if offered position)
- Current First Aid/CPR with AED certification and updated as required

Applications MUST include:

- Current cover letter
- Current resume
- Three names (not letters) of references with telephone numbers or email addresses (one must be current or most recent employer)

DEADLINE DATE: August 6th, 2021 @ 4:00 p.m.
(*No Late Applications Accepted*)

Only qualified applicants will be contacted for an interview

Applications will be received:

At Office: Employment and Training Centre (519) 797-1224

By Fax: (519) 797-3458

By E-Mail: employment@saugeen.org

By Mail: Saugeen First Nation Employment & Training, 28 Joshua Crescent, Southampton, ON N0H 2L0