

## **EXTERNAL**

<b>Position:</b>	<b>Support Worker</b>	<b>Type:</b>	<b>Full-time (Temp)</b>
<b>Program:</b>	<b>Mazarine Lodge</b>	<b>Posting #:</b>	<b>2440-HSW-E2-201121</b>
<b>Location:</b>	<b>New Westminster</b>	<b>Salary Scale:</b>	<b>Level 3</b>
<b>Schedule:</b>	<b>Wed: 0730-1600/ Thurs &amp; Fri: 0730-1530/ Sat: 0745-1945 (36.50 hrs/wk)</b>	<b>Closing Date:</b>	<b>Open Until Filled</b>

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.

Located in Queensborough, New Westminster, Mazarine Lodge is a 44-unit supported housing program for high needs women. 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.

### **JOB SUMMARY**

The Housing Support Worker provides a range of supports for homeless or at-risk women, such as crisis intervention, resource acquisition, connection to health and recreational supports and general problem solving.

### **KEY RESPONSIBILITIES**

- Maintains a warm, safe supportive atmosphere through engaging with tenants and building rapport and goodwill while overseeing the Manor's day to day activities.
- Conducts scheduled interviews, and tenant registration for housing units.
- Provides tenants with day to day support as needed, and ongoing monthly tenant meetings to review their plans and goals for themselves and provide case management as needed. Where necessary, identify tenant challenges and develop intervention plans.
- Maintain daily records of operations and tenant interaction as necessary.
- Performs light housekeeping duties ensuring a safe, clean hygienic environment for all.

### **EDUCATION & EXPERIENCE**

- A 2-year Diploma in related field plus over two years' experience in a similar environment or equivalent combination of education and experience.
- Addictions and mental health experience is a plus.
- Knowledge and understanding of women with complex needs and the government services they interact with.

### **JOB REQUIREMENTS & EXPECTATIONS**

- Excellent communication skills both written and verbal
- Understanding of crisis management, risk assessment, trauma and gender-informed practice, and case management
- Proficient in Microsoft Office programs
- Negative TB Test
- Willingness to obtain Food Safe Level 1 and Standard First Aid with CPR-C
- Ability to obtain Criminal Record Check for children and vulnerable adults (local, provincial)
- Applicants with a driver's license and satisfactory drivers' abstract are preferred

Interested candidates must submit a cover letter and resume to [humanresources@elizabethfry.com](mailto:humanresources@elizabethfry.com)

**Please note only short-listed candidates will be contacted for interview. No phone calls please.**