

# Employment Opportunity - External Posting

## The Salvation Army – Ocean Crest

<b>Job Title:</b>	Shelter Worker	<b>Shift:</b>	Casual 24/7 operation
<b>Ministry Unit/Dept:</b>	Evergreen Shelter	<b>Status:</b>	Casual
<b>Salary Range:</b>	Grade 4	<b>Date Posted:</b>	June 9, 2023
<b>Address:</b>	690 Evergreen Rd Campbell River, BC	<b>Posting Expires:</b>	June 23, 2023
<b>Applications Accepted By:</b>			
<b>E-mail: <a href="mailto:employeerelations@oceancrestchurch.org">employeerelations@oceancrestchurch.org</a></b> <b>Attention:</b> Patricia Roed <b>Please no phone calls.</b>			
<b>MISSION AND VALUES:</b>			
<p>The Salvation Army is an international Christian church. Its message is based on the Bible; its ministry is motivated by love for God and the needs of humanity.</p> <p><b>Mission Statement</b>  The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.</p> <p><b>Core Values</b>  The Salvation Army Canada and Bermuda has four core values:</p> <p><b>Hope:</b> We give hope through the power of the gospel of Jesus Christ.  <b>Service:</b> We reach out to support others without discrimination.  <b>Dignity:</b> We respect and value each other, recognizing everyone’s worth.  <b>Stewardship:</b> We responsibly manage the resources entrusted to us.</p>			
<b>JOB DESCRIPTION:</b>			
<p>THE SHELTER WORKER PROVIDES A SAFE AND SECURE ENVIRONMENT FOR GUESTS, TENANTS AND VISITORS. THEY CONTRIBUTE TO THE EFFICIENT AND EFFECTIVE OPERATION OF THE FACILITIES DURING THEIR SHIFT.</p> <p><b>KEY RESPONSIBILITIES:</b></p> <p><b>Guest Services:</b> Ensures the dignified and respectful treatment of all shelter guests and apartment tenants focusing on equitable provision of goods, services and support. Ensures ongoing enforcement of policies and behavioral guidelines to support guests to have a successful stay and an organized departure.</p> <p><b>Administration and Communications:</b> Serves as the Salvation Army representative to shelter guests, apartment tenants and visitors on the telephone, electronically and in person. Participates in complete and comprehensive utilization of all available and prescribed methods of communication regarding guests, tenants and staff.</p> <p><b>Health, Safety &amp; Environment:</b> Participates in ensuring staff and guests comply with all safety precautions, policies and procedures. Takes an active role in ensuring responsible stewardship of shelter resources.</p>			

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### QUALIFICATIONS AND EDUCATION REQUIREMENTS:

*The successful candidate must have, as a minimum, completed high school. The successful candidate will have experience working with difficult clients along with good computer and communication skills. See below for further requirements.*

#### Education/Certifications:

- First Aid – required at hire
- Food Safe - required at hire
- WHIMIS – will train
- HIFIS training – will train
- NVCI training or accepted equivalent – will train

#### Experience:

- Proven ability in conflict resolution
- Proven competency in office 365
- Delivering services within a harm reduction model

#### Required Skills/Knowledge:

- Experience in Shelter Worker Duties and responsibilities
- Fluent spoken and written English
- Good team and interpersonal skills

### PREFERRED SKILLS/CAPABILITIES:

Mental Health First Aid

Successful candidates, prior to hiring, may be required to provide:

- A clear vulnerable sector screening
- Completion of all required Health and Safety training

**HOURS: 24/7 operation , Casuals must have good availability and not restrict shifts due to time of day.**

**Shifts are 7 am to 3 pm, 3pm to 11pm, 11pm to 7 am Monday to Friday and weekends 7 am to 7 pm and 7 pm to 7 am.**

*The Salvation Army will accommodate candidates as required under applicable human rights legislation. If you require a disability-related accommodation during this process, please inform us of your requirements.*

We thank all applicants, however, only those candidates to be interviewed will be contacted.

*Internal Applicants, please advise your managing supervisor of your intentions prior to submitting your application.*



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