

EMPLOYMENT OPPORTUNITY

The Salvation Army Lighthouse Resource Centre
BC DIVISION

POSITION: Community Ministries Worker Full Time –
Temporary position covering for Maternity Leave

FACILITY: Lighthouse Resource Centre
8635 Granville Street Port Hardy BC



Giving Hope Today

RESPONSIBILITIES & EXPECTATIONS:

The Community Ministries Worker assists in supervising and overseeing the Sobering & Assessment program. Operational requirements for contract include: staff scheduling and administrative duties, assisting clients with immediate needs such as clothing & household vouchers, hygiene supplies, and will be involved in casework duties for clients such as referrals to other agencies. The Community Ministries worker will ensure a healthy and safe environment for clients/guests/staff. The incumbent may provide emotional support and crisis intervention.

THE SUCCESSFUL CANDIDATE WILL:

*Work – Monday to Wednesday: 3:30 pm – 11:30 pm. Thursday & Friday 9 am – 5 pm.
Flexibility for hours is important - may include some on call hours.

*Perform duties as outlined in job description which includes working with clients, staff, volunteers, meal service, janitorial tasks and administrative tasks.

Please Note: Due to the nature of a low-barrier shelter, applicants should be aware that they will be working with intoxicated individuals.

QUALIFICATIONS:

Minimum Grade 12 education or equivalent, the successful applicant will hold/ have:
More than three months prior related experience, including life skills and experience in a related field. Fluent spoken and written English, Food Safe Level 1, First Aid Certification, WHIMIS, Non-Violent Crisis Intervention Certification. Our ideal candidate will have excellent team and interpersonal skills and have excellent organizational and computer skills. Must be able to handle physical demands, which may include lifting/ carrying of items up to 40 pounds.
Immunization of Hepatitis B/ annual flu vaccination and vaccinations against Tuberculosis
Criminal Records Check for children and vulnerable people clear – are conditions of hiring.

SALARY/GRADE: Grade 3 /Full Time- Temporary 40 hours. No Benefits. Start date to be determined as this is to cover a Maternity Leave, however training and casual shifts will be offered.

Interested applicants must submit a cover letter and resume to:

EMAIL: centrefhope@oceancrestchurch.org

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

PLEASE NO PHONE CALLS

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. Each position contributes to the mission of The Salvation Army.