



## Relief Care Worker – Women’s Emergency Accommodation Centre (WEAC)

**Does harm reduction, community connection, strength-based practices, wellness, addictions and other issues related to homelessness and sexual exploitation align with your knowledge and professional experiences? Do you identify as being resourceful, non-judgmental and a relationship builder that strives towards building community within a shelter environment? The Relief Care Worker role is responsible for ensuring that the basic needs of persons served are being met through dignity and respect. You will provide key supports including: intake, diversion, medication distribution and keeping the shelter facility clean. You will actively engage with community members to ensure their needs are being heard to better facilitate pathways outside of the shelter.**

The Women’s Emergency Accommodation Centre (WEAC) is an emergency shelter for up to 64 women and is open 24 hours per day, 7 days per week and 365 days of the year. WEAC serves as an entry point to emergency and crisis housing, meals, personal hygiene care, laundry and on-site access to medical and mental health supports. You will ensure a safe and secure environment is maintained to meet the basic needs of a diverse population of transient homeless women and persons facing sexual exploitation, violence, abuse and addiction issues.

**Hours:** Relief position: Varied shifts determined based upon program needs: Shifts may include:

**When applying, please indicate which shifts you would be available:**

- Overnight Shift: 11pm – 8am
- Morning Shift: 7am – 4pm
- Evening Shift: 3pm – 12am

### Why Join Our Team

- In-house collaborative training opportunities to build knowledge, skills and tools relevant to your role and duties.
- Connect with a variety of stakeholders – team members, community members, general public and community members to build and model positive neighbor relations.
- Be a part of a supportive team, dedicated to professional and personal growth.

### In Your Role You Will

- Engage with persons served to maintain a safe and secure environment for all women.
- Complete intake process by: assessing and documenting persons served including physical/mental strengths and barriers, creating shelter exit plan, and reviewing shelter expectations and guidelines.
- Provide direct care to persons served by responding to requests for services-including emotional support, crisis intervention and mediating shelter user conflict.
- Administer medication distribution for shelter users.
- Arrange for referrals to other agencies and programs where appropriate.
- Maintain the overall cleanliness and organization of the building.
- Build positive relationships with shelter users and community members.
- Develop and maintain accurate documentation regarding program information.
- Perform additional supports to the program as required.



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## Education and Certifications

### Required

- Degree or Diploma in Social Work, Child Youth Care, Nursing, or human service field. (or working towards)
- Police Information Check including Vulnerable Sector.
- Child Intervention Check.
- Certifications (or willingness to obtain):
  - Standard First Aid.
  - Suicide Intervention Training.
  - Medication Administration.
  - De-escalation.
  - Harm Reduction.
  - Aboriginal Awareness Training.

### Experience

- 1+ years’ of experience working with marginalized or vulnerable populations.
- Proven ability to practice relationship-based approaches.
- Extensive background and experience working with people requiring higher levels of support due to trauma, addictions, mental illness, and/or poverty.
- Full competency and experience with harm reduction, person-centered, trauma-informed, strength based, collaborative, and/or solution focused practice.
- Experience using evidence based models of practice.
- Experience building and managing large, complex budgets.
- Proficient and skilled with computer use and Microsoft office database entry.

### Apply

- Email: [careers@e4calberta.org](mailto:careers@e4calberta.org)
- Website: [www.e4calberta.org](http://www.e4calberta.org)

**At e4c diversity is our strength. We embrace diversity and offer equal opportunities to all qualified applicants. We welcome your application regardless of origin, culture, ethnicity, age, ability, gender identity, sexual orientation or faith.**

**Thank you to all those apply. Only those short-listed will be contacted for an interview.**