



Association canadienne
pour la santé mentale
Kootenays
La santé mentale pour tous



POSITION: SECOND STAGE HOUSING SUPPORT WORKER

PROGRAM: HAVEN GARDENS SERVICES

COMMUNITY: Cranbrook, BC

STATUS: Full-time, permanent, 35 hours/week

WAGE: \$19.50/hr

CLOSING DATE: January 1, 2019

Position is open to female applicants only

JOB SUMMARY: The Second Stage Housing Support Worker provides support, security, advocacy, information, education, crisis intervention and referrals to second stage housing occupants.

Qualifications:

- Diploma in related human or social services field.
- One (1) year (minimum) recent related experience.
- Is knowledgeable and has an awareness of domestic violence issues
- Strong communication skills
- Clean Criminal Record
- Current BC Driver's License

Key Duties and Responsibilities:

- Conducts support services intake interviews with new occupants (program participants). Orients and assists program participants to settle in to Haven Gardens second stage housing complex.
- Assesses occupants' immediate needs and assists them to define and implements an action plan. Provides information to program participants on resources available and recommends appropriate services.
- Assesses and ensures the safety and comfort of program participants and remains vigilant to ensure the security of the facility is maintained. Facilitates resolution of conflicts between program participants.
- Provides emotional support, encouragement, goal setting and problem solving support to program participants. Facilitates support group meetings. Provides life skill training, parenting skills development, and recommends age appropriate childcare activities.
- Liaises with other service agencies and professionals. Maintains current knowledge of issues and resources related to abuse and violence. When required provides presentations and public awareness activities about services and issues of abuse.
- Ensures program participants achieve basic levels of housekeeping responsibilities such as laundry, housecleaning, grocery shopping, etc. As required orders supplies / groceries; performs minor maintenance.
- Provides crisis intervention and risk assessment for program participants. Provides information, advocacy for and assistance to program participants.
- Maintains case notes, resident records, documents, forms and statistical information.
- Orients and assigns duties to volunteers / practicum students as required.
- Accompanies and / or transports residents to outside services if required.
- Reports to designated supervisory personnel and participates in regular supervision performance review
- Participates positively and productively as a member of the Association's staff team
- Adheres to the philosophy, policies and procedures of the Association
- Represents the Association positively and professionally in the community
- Performs other related duties as required

Female applicants apply today by submitting your resume and cover letter outlining your qualifications to:
reception@cmhakootenays.org Subject: 2nd Stage Support Worker

CMHA Kootenays thanks all applicants; however, only those selected for interviews will be contacted.