



JOB POSTING

Shelter Support Worker

Position Type: Regular Part-Time

Job Reference Code: P - 140

Location: Violence Against Women Site (Pines)

Positions Available: One (1) position

Hours of Work: 16 hours/week,

Schedule: Saturday & Sunday (Rotating Shifts)

Week -1: 8:00 am to 4:00 pm

Week - 2: 3:30 pm to 11:30 pm

Salary: \$24.23 + plus 4% vacation pay as per the collective agreement

About Red Door: Red Door is a not-for-profit organization. The mission of the Red Door Shelter is to end homelessness for each family that comes through our doors by providing safe, temporary refuge and critical services to support them in healing, rebuilding their lives and integrating back into a community. At Red Door, we strive for quality care, advocacy, collaboration, integrity and accountability.

Responsibilities:

- Conduct emergency intakes and assist new residents to settle in.
- Provide support, feedback, behaviour management, input and/or crisis intervention to clients on issues of daily living relating to precipitating issues.
- Enter notes regarding case progress as required.
- Conduct daily room checks for cleanliness, completion of daily chores, and maintenance.
- Conduct weekly house meetings to identify issues or concerns among residents, and to assign weekly tasks to residents.
- Report maintenance issues including the urgency to Maintenance Worker.
- Oversee common areas, including the yard for appropriate use; address and/or report unacceptable behaviour.
- Set up rooms for Housing Worker and Outreach Worker training sessions, as required.
- Maintain supplies in the linen cupboard for distribution to residents as required, and coordinate with the Reception Clerk for replenishment.
- Screen visitors.
- Enforce house rules; perform weekly room checks; ensure that prohibited items are not brought into the shelter, and/or removed them.



Qualifications:

- Related social services diploma or equivalent with experience preferred.
- Demonstrated commitment to excellence in client service.
- Knowledge of the social service system in Toronto.
- Ability to deal with and de-escalate abusive behaviour.
- Initiative, reliability, and ability to work positively as a member of a multi-disciplinary team.
- Ability to perform housekeeping procedures.
- Commitment to completing mandatory Hostel Standards, CPR & WHMIS training.
- Good oral and written communication skills.

How To Apply: Please submit your cover letter and résumé via the web link provided below:

www.jobillico.com/fast-postulation/12892456

Deadline for applying: November 25, 2023, by 5:00 pm Eastern time.

We thank all applicants, however, only those selected for an interview will be contacted. NO PHONE CALLS PLEASE.

Please note:

A successful candidate will be required to clear vulnerable sector screening.

The Red Door is an equal opportunity agency and encourages applications from all those who wish to apply. We especially welcome those who have lived experiences and affinities that align with our clients to best represent their interests, including women-identifying people, members of the 2SLGBTQ+ community, Black, Indigenous, people of colour (BIPOC), newcomers to Canada, those who have experience with homelessness and violence, and those with disabilities. Regrettably, we are not fully wheelchair accessible at our main office or our Violence Against Women shelter.