

## External CASUAL Vacancy Posting

<b>Position Title:</b> Casual Transition House Worker	<b>Agency:</b> Prince George & District Elizabeth Fry Society
<b>Department:</b> Eagle's Nest	<b>Employee Group:</b> BCGEU- this position requires union membership
<b>Current Location:</b> Burns Lake	<b>Salary Range Step 10:</b> \$25.05-\$28.75 (collective agreement)
<b>Current Hours per week:</b> Casual 4-35 hours	<b>Position Status:</b> Casual
<b>Current Shift Schedule:</b> 24 hour shift schedule Mondays – Sunday. Position includes days, evenings, and night shifts.	<b>Anticipated Start Date:</b> ASAP

### NATURE OF POSITION:

Transition House Workers provide services to women and their dependent children who are or could be at risk of abuse, threats, and/or domestic violence. This position will carry the responsibility of providing a safe and supportive living environment where the women can feel free to seek crisis intervention and referral support. This position provides crisis intervention, referrals, advocacy, information, education and support to clients and telephone crisis callers. This position requires an ability to work in a stressful environment and often with complex clients. Transition House Workers are often dealing with clients working through difficult situations and staff need to be able to demonstrate healthy self-care and boundaries.

### MANDATORY JOB REQUIREMENTS:

- **Minimum on-call availability of 6 shifts per week to provide staffing coverage for sick, vacation and other employee absences as required.**
- Food Safe Level 1.
- Standard First Aid with CPR-C.
- Satisfactory Criminal Record Review (Vulnerable Sector Search).
- Valid driver's license (Class 5) with satisfactory driving record, an asset.
- Naloxone Training
- WHIMIS Certification
- This position requires union membership.

### QUALIFICATIONS:

- Diploma in Social Services/Human Studies with an accredited educational institution.
- Minimum of one (1) year experience providing groups and individual support within a bed-based, low barrier program setting within the women-serving sector
- Strong cultural competency and socially inclusive practice.
- Excellent communication skills both written and verbal.
- Ability to lift up to 30 lbs.
- Demonstrated working knowledge of the justice system and issues/practices pertaining to violence against women

### REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

- Strong ability to conduct client intake and assessment
- Excellent understanding of the dynamics of abuse and gendered violence
- Ability to assess clients' immediate needs and assist them to define and implement an action plan.
- Ability to monitor and ensure the safety and comfort of the women and children and the security of the facility.
- Strong ability to maintain confidentiality and demonstrate a high degree of professional boundaries.
- Excellent ability to provide emotional support to clients through active listening, and validating client's emotions through an empowerment lens.

- Good knowledge of other community services and resources and ability to provide appropriate referrals to clients.
- Excellent ability to provide crisis response and intervention/support.
- Knowledge and experience working with individuals facing multiple barriers
- Ability to work with diverse clientele, and demonstrate cultural competency
- Ability to be flexible and respond to phone calls and walk in clients in crisis situations
- Strong knowledge about the dynamics of abuse, sexual assault, historical sexual abuse, criminal harassment.
- Proficient computer literacy including database programs and strong record keeping skills
- Ability to maintain accurate, and appropriate file notes
- Excellent written and oral communication skills
- Seek appropriate and timely managerial supervision and debriefing.

**To apply for this position please submit your resume and cover letter to the address below.**

**Reply to:** - Tamara Bjorgan  
 Email: [tamara@pgefry.bc.ca](mailto:tamara@pgefry.bc.ca)

**Date Posted: January 24, 2024**

**Fax:** 250-692-7566

**Closing Date: ongoing**

*Each applicant is responsible for ensuring that the Society receives his/her application by noon on the closing date. Any application received past this time will be considered late. Candidacy of late applicants will be considered in conjunction with external applications or with any applicable provisions of the collective agreement*

**Application Process**

Expressions of interest, including an updated resume and a cover letter describing how you meet or exceed the above noted qualifications, must be received by fax or email before the deadline noted above.

*The Prince George & District Elizabeth Fry Society is a feminist-based organization committed to employment equity. Women from underrepresented groups are encouraged to apply. An understanding of the dynamics of violence against women and other forms of oppression is an asset.*

**We thank all applicants for their interest in this opportunity; however, only those selected for an interview will be contacted.**