



JOB POSTING

☒ **INTERNAL POSTING**

☒ **EXTERNAL POSTING**

DATE: January 20, 2025

PROGRAM: Cythera Transition House Society

POSITION: Women's Support Worker – FT Graveyard

LOCATION: Maple Ridge, BC

Cythera Transition House Society is currently accepting applications for full-time Women's Support Workers at its Transition House, located in Maple Ridge.

This position provides support, advocacy, information, and referrals to women who have, or are at risk of, experiencing domestic violence and/or abuse.

ACCOUNTABILITIES

- Provide support and assist women in transitioning into safe, supportive housing or other community programs and services.
- Performs intakes based on established criteria with referral to Shelter Case Worker and other appropriate resources and or shelters if they are not admitted.
- Sharing information and resources that are available and ensuring the women are comfortable by providing support, supervision, food, clothing, and shelter.
- Provides referrals to community resources including housing supports, health, treatment, legal and financial needs.
- Liaise with other community resources and supports and external agencies as needed.
- Completes and maintains related records including intake and exit documentation, daily case notes, critical incident reports and database entry.
- Performs a variety of duties specific to the operation of an emergency shelter including bed-making, laundry, general clean-up of assigned areas and food prep.

QUALIFICATIONS

Education, Training and Experience:

- Diploma in a related human/social service; one (1) year recent related experience, *or an equivalent combination* of education, training, and experience.

Additional Requirements:

- Clear Criminal Record Check is required.
- Current First Aid and CPR Certificate.
- Acceptable Driver's Abstract.
- Valid and unrestricted Class 5 BC Driver's License with access to a safe and reliable vehicle.
- Position requires Union Membership.

KNOWLEDGE SKILLS AND ABILITIES

- Knowledge and understanding of the barriers impacting homeless women, youth and children including domestic violence, trauma, substance use and mental health.
- Good understanding of community resources available to support women.
- The ability to assist and support women with a non-judgmental, trauma informed approach.
- The ability to mediate, negotiate and facilitate healthy interactions amongst clients.
- Excellent verbal and written communication and the ability to maintain accurate records.
- The ability to manage crisis intervention.
- The ability to work independently as well as the ability to work collaboratively as a team.

Shift/Schedule/Hours per week: FT Graveyard – Applicant must be available to work Sunday to Thursday 10:45 pm to 7:45 am

Expected Start Date: ASAP

Wage/Salary: Starting at \$25.95/hour

Grid Level: 10

Submit Applications to: Jas Rai – jas.r@cythera.ca

Our successful candidate will be aware of and embrace cultural diversity, demonstrating the ability to support all individuals with dignity and respect.