



## **NOTICE OF POSITION AVAILABILITY INTERNAL/EXTERNAL POSTING**

**POSITION AVAILABLE:** Relief Support Worker  
**PROGRAM NAME:** Cridge Transition House for Women  
**WORKSITE ADDRESS:** Confidential  
**PERSONAL AUTO USE IS:** Not required  
**HOURS PER WEEK:** On call  
**SHIFT SCHEDULE:** On call  
**HOURLY WAGE:** Grid level 11

### **NATURE OF POSITION:**

This is an on call position to provide coverage for regular staff absences due to illness or holidays and for extra coverage when needed. The incumbent will provide safe, emergency accommodation, support and information for women and children, escaping relationship violence; and also includes day parole service provision for up to two Corrections Canada referrals. The Relief Support Worker is part of a supportive, transition house team working in cooperation with the Manager.

Job duties and responsibilities centre on:

- responding to the needs of women and their children seeking or receiving safe shelter;
- ensuring protection of the confidentiality of the residents;
- ensuring the safe, orderly operation of the house.

The job requires a working knowledge of the dynamics of relationship violence, and empowering, client-centred, service delivery.

Shift work is required. The midnight shift is an awake shift.

**Ability and willingness to work midnight shifts, weekdays and weekends, are imperative.**

### **EXPERIENCE REQUIRED:**

Transition house or related social service experience required.

### **QUALIFICATIONS REQUIRED:**

#### **• EDUCATION**

Undergraduate degree in related social science field or two years related post-secondary education and extensive transition house experience.

#### **• SKILLS AND ABILITIES**

- Ability to function effectively within the Constitution and Bylaws of the Cridge Centre for the Family <https://cridge.org/wp-content/uploads/2021/11/Constitution-and-bylaws-final-sept2021.pdf>
- Crisis intervention skills, ability to manage constant crises, and ability to respond effectively to potentially dangerous situations in an unpredictable environment
- Working knowledge of dynamics of family violence

- Ability to deal with emotional trauma and all aspects of abuse including childhood trauma, physical, sexual, verbal, and emotional
- Ability to deliver service in non-judgmental, respectful, client-centred, trauma-informed manner
- Ability to be self-directed and perform duties independently
- Appreciation and understanding of the multicultural and diverse nature of the house

- **OCCUPATIONAL CERTIFICATION**

- Criminal Record Check clearance
- Federal Public Works security clearance

- **PERSONAL SUITABILITY**

- Ability to maintain calm and focused in critical and stressful situations
- Ability to respect and support women's choices without judgment
- Ability to maintain healthy personal boundaries
- Willingness for ongoing learning, reflection and professional development
- Having a moderate level of physical fitness (managing many stairs, lifting laundry bags, cleaning and making up rooms including bunk beds, etc)

- **VALUED ASSETS**

- Valid driver's license
- Word processing
- Fluency in a second language

**PLEASE SEND APPLICATIONS TO THE ATTENTION OF:** Marlene Goley  
**AT THIS ADDRESS OR FAX NUMBER:**

Email: [mgoley@cridge.org](mailto:mgoley@cridge.org)

**CLOSING DATE:**

Open until at least 4 new hires

***THIS POSITION IS OPEN TO FEMALE APPLICANTS ONLY.  
THIS POSITION REQUIRES UNION MEMBERSHIP.***

Posting distributed Wednesday Aug 24, 2022