

## JOB POSTING

*Shepherds of Good Hope is one of the largest not-for-profit organizations dedicated to meeting the needs of Ottawa's homeless and vulnerable. Many of the people who access the programs and services at Shepherds of Good Hope suffer from mental health challenges, trauma and addictions. A leader in supportive housing and harm reduction, Shepherds of Good Hope provides around-the-clock, comprehensive services to people of all genders. With eight locations throughout the city, Shepherds of Good Hope's programs and services are available throughout the city, from downtown to Kanata. By offering innovative programs and services in a non-judgmental environment, Shepherds of Good Hope is creating a community for all through acceptance, compassion and care.*

**POSITION:** 2018-020 Casual Front Line Worker

**PAY RATE:** \$14.50 – \$21.49 per hour,  
Unifor Local 8300 Wage Scale

**POSTING DATE:** November 20<sup>th</sup>, 2018

**CLOSING DATE:** Send your resume and covering letter, quoting posting number **2018-020** to [hrrecruitment@shepherdsogoodhope.com](mailto:hrrecruitment@shepherdsogoodhope.com).

## SCHEDULING REQUIREMENTS

- Must be available to work all 3 of our regular shifts; 7am to 3pm, 3pm to 11pm and 11pm to 7am
- Must be available for Weekends and Holidays including Christmas, New year's, Easter etc.. *Note over the Christmas Holidays you must be available to work either Christmas day or New Year's.*
- Must be available for emergency scheduling

## WE CAN OFFER YOU

- A competitive industry wage
- Free parking at our west end locations, and on a first come, first service basis at our downtown locations
- The opportunity for growth and development, the chance to acquire new knowledge and skills
- As a growing organization some casual employees become full time within their first six months
- Upon achieving full time employment status: access to our health and dental benefits plan
- Access to our employee RRSP program
- Education re-imbursement assistance
- Access to free web-based educational courses
- Discounted gym memberships, preferred home and car insurance rates
- Employee loans

## RESPONSIBILITIES

- Establish a professional relationship with the clients for the purpose of meeting the residents' and program's needs; ensuring respect, dignity, individuality of each resident and staff member
- Maintain a clean and sanitary environment in accordance with the needs of the Program
- Record activities in the program log in accordance with the policies of the Shepherds of Good Hope
- Act independently and function as part of an overall team
- Work collaboratively with partnering agencies
- Engage in client advocacy

## QUALIFICATIONS

- Post-Secondary education in Social Science or equivalent experience; Knowledge of addiction, mental health and poverty issues
- Able to work using a health promotion approach and harm reduction philosophies
- Demonstrated ability to use NVCI principles
- Demonstrated problem-solving skills and good judgement
- Strong written and verbal communication skills; human qualities such as compassion, caring, empathy and patience
- Experience in maintaining accurate records and statistics; Dependability and commitment to the program
- Proficiency in Microsoft Office and related software is required
- Able to support clients who are not steady on their feet

Shepherds of Good Hope is committed to being responsive to the diverse needs of our clients, residents, employees and volunteers, including those with disabilities. Please inform if you require accommodation through the hiring process, and we will work with you to meet your needs.