



Aamjiwnaang First Nation

EMPLOYMENT OPPORTUNITY

Position Title: Shelter Support Workers (*Emergency Winter Shelter*)

Location: Sarnia, ON

Duration: Contract – 12 Weeks (full-time, part-time, call-in, 8:30pm to 8:30am) including weekends and holidays

Posting Closes/Deadline: Open

Position Summary:

Shelter Support Staff provide support to shelter residents during the evening, overnight, and weekend hours. A general summary of responsibilities includes providing a safe, clean environment, supporting, and assisting guests residing in shelter, and documenting any safety/security concerns or rule violations.

Responsibilities:

- Provide support and crisis intervention through harm reduction approaches, culturally safe and trauma-informed care.
- Ability to provide resource information for individuals and families we serve.
- Communicate necessary information to outreach staff to keep them informed.
- Follow and enforce guidelines, and policies with shelter guests.
- Support and assist guests with their shelter needs as they arise (ex. questions, concerns, hygiene supplies, cleaning supplies, bedding, food and more).
- Ensure the privacy and safety of other guests by not confirming the identity of other guests, and by not allowing anyone other than guests, staff, case workers or law enforcement on the premises.
- Maintain the cleanliness of shelter through performing light housekeeping tasks.
- Complete proper documentation; intake, health check (eg. Needs a mask, wounds, etc.), logs, shift notes, referrals, etc.
- Attend regularly scheduled meetings.
- Maintain positive, supportive, and respectful guest and colleague relations.
- Support our guests with non-judgment of lifestyles and struggles.

Qualifications:

- Ontario Secondary School Diploma. Post-secondary school ideal. Experience working in shelters and the field of mental health and addictions an asset. Lived experience an asset.
- Strong organizational and communication skills.
- Ability to establish and maintain professional boundaries while working with clients.
- Experience in crisis intervention and problem solving with the ability to diffuse situations.
- Ability to work overnight including weekends.
- High level of understanding and practice of trauma-informed care, harm-reduction approaches, and cultural safety.
- Ability to maintain confidentiality.
- Strong interpersonal skills, ability to be compassionate and firm with guests.
- Accurately record information for required client and staff documentation while maintaining confidentiality and strong professional boundaries.
- Basic computer skills.
- Reliable transportation.

- Provide CPIC-Vulnerable person check
- CPR, First Aid, Suicide Intervention are essential. Must have or be willing to train.
- CTRI training available through the Health Centre

Other Considerations

In accordance with Section 16 Special Programs of the Canadian Human Rights Act, preference will be given to Aamjiwnaang Band Members with relevant education/experience (R.S.C 1985, c. H-6, s16 (1-3)).

Application Process

If you are interested in this opportunity, kindly forward your resume and cover letter via mail, email, or fax to:

Aamjiwnaang First Nation
978 Tashmoo Avenue
Sarnia, ON
N7T 7H5
Attention: Ashley Fisher, Human Resources Officer
Or
humanresource@aamjiwnaang.ca
Or
519-336-0382 fax

For more information, check us out online at www.aamjiwnaang.ca