



Courage • Compassion • Connection • Commitment

E4C, one of Edmonton's oldest and most respected social service agencies, is seeking a dedicated staff eager to join our team. This is an excellent opportunity for a gifted professional to make a significant difference to people-helping and supporting individuals and the community in undergoing positive change and increasing capacity.

Care Worker, Full-Time Nights, WEAC

Job Purpose

As a Full-time member of the Women's Emergency Accommodation Centre team, you are responsible for ensuring the basic needs of the residents are being met with dignity and respect. Shifts will vary but general Sunday – Thursday nights (10:30pm – 6:00am)

Duties and Responsibilities

Service Delivery

- Supervise resident to maintain a safe environment for all women in need
- Provide support to each resident as designated by Supervisor
- To participate in client care on an as needed basis.
- Medication administration
- Provide referrals to other agencies / programs, where appropriate.
- Mediate conflicts between residents.
- Advocate for residents.
- Document and assess residents' physical/mental abilities and needs, then refer to supervisor.
- Ensure compliance to program policies and procedures.

Maintenance

- Maintain the cleanliness of the building.
- Ensure the safety and security of the building.

Reporting

- Maintain accurate documentation regarding program statistics.
- Ensure the timely provision of all reports.
- Adhere to program policies related to documentation of contact with residents, employees and shift change information.
- Adhere to policies regarding acceptance of donations.

Team Contribution

- Act as a support to team members.
- Accommodate requests for coverage, when possible.
- Any other duties as needed.

Qualifications

Preferred -

- Ability to prioritize and organize duties
- Non-judgmental, caring, compassionate and empathetic
- Understanding of mental health issues, addictions, homelessness, poverty, violence and sexual abuse and prostitution
- Excellent interpersonal and communication skills with the ability to be flexible and work under pressure
- Clear understanding of professional boundaries
- Understanding of confidentiality
- Creative problem solving
- Ability to adhere to and implement the objectives and guiding principles of the social work code of ethics.
- Possess current First Aid and CPR, Suicide Intervention, Non-Violent Crisis Intervention and Clear Security Clearance.

Salary:

Starting at 14.87 plus benefits and training opportunities.

Please send your resume to Donna Ohlman at dohlman@e4calberta.org or fax (780) 424-9642.

No phone calls please.