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| Position Title: | Front Line Worker - Anchorage | Competition #: | 46/21 |
| Ministry Unit: | Ottawa Booth Centre | Position Type: | 1 Part time position |
| Salary Range: | $16.76 | Date posted: | September 29, 2021 |
| City: | Ottawa | Posting Expires: | October 5, 2021 |
| Applications Accepted By: | | | |
| Fax at 613 241-2818 or Email at: flwjobs@saobc.org  **Attention:** Employee Relations Department  **Please no phone calls.** | | | |
| Organization Description | | | |
| The Salvation Army is an international Christian church. Its message is based on the Bible; its ministry is motivated by love for God and the needs of humanity.  **Mission Statement**  The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.  **Core Values**  The Salvation Army Canada and Bermuda has four core values:  **Hope:** We give hope through the power of the gospel of Jesus Christ. **Service:** We reach out to support others without discrimination. **Dignity:** We respect and value each other, recognizing everyone’s worth. **Stewardship:** We responsibly manage the resources entrusted to us.  **Position Purpose summary:**  Assist the client in his recovery process by providing him with information and structure. As well as monitoring the clients progress towards mutually determined goals that the clinical team establishes**.** Incumbent will assist with requirements including safety and security of the building, all Administrative tasks that are associated with the position.  **Accountabilities:**  **Client Services**   * Initiate contact with clients for the purpose of being accessible/available; identifying needs; gathering information to assess further areas of need; monitoring progress of clients in working on goal plans; following established procedures, referring to appropriate Centre and community resources and advocating on behalf of the client to other Centre staff or outside resources, as requested by Manager * Complete accurate intake and discharge procedures with the clients as needed * Provide emergency assistance and direction for clients in need * Attend staff meetings and case conferences prepared to offer information regarding clients and service issues   **Safety & Security**   * Implement appropriate emergency procedures as necessary * Maintain radio contact with other residential services. This includes battery changes and radio checks as necessary * Random urine screens as directed by Management and Counsellors * Ensure that Centre residency guidelines are enforces impartially * Monitor consequences for inappropriate behavior of clients in accordance with established policies, procedures and guidelines as directed by Manager or Supervisor * Refer clients to Manager or Front Desk Supervisor for interviews regarding serious behavioral issues and consequences as necessary (e.g. clients who are denied access) * Provide emergency backup for other Centre services/programs * Do rounds and security checks as indicated by Shift Statement of Duties   **Support Services**   * Maintains such records as required in EMHware (e.g. incident reports, log notes ) * Note maintenance concerns to the Manager * Provide crisis intervention, and relapse prevention by phone when appropriate and counsellors are unavailable * Case management follow up with clients when necessary * Attends to any housekeeping duties, as indicated by service and shift duty list * Participate in planning and evaluating services provided by the Centre and in any revision of the service/program * Attend to duties outlined by program and Shift Statement of Duties or as directed by management   **Health and Safety**   * Adheres to all health and safety policies and procedures in place; complies with all instructions from the employer concerning health and safety as per the Occupational Health and Safety Act and WSIB * Ensures all procedures, rules and guidelines for the safety and security of clients and staff are enforced and respected   **WORKING CONDITIONS:**   * This position works primarily in an office setting within the addiction facility and corporates sitting, walking and going up and down staircases * A minimal amount of keyboarding and note making * May deal with angry and abusive clients * May encounter verbal abuse * May deal with bed bugs * May be required to deal with client overdose and other medical situations   **education and experience Qualifications:**  **Education, Qualifications and Certifications:**   * Completed post-secondary accredited education in Addictions or related field such as Social Work * Completed accredited training in crisis intervention * Must supply a current Clear Police Reference Check for Vulnerable Sector   **Experience and Skilled Knowledge Requirements**   * Minimum 1- 3 years’ experience working with hard to serve population with addictions and/or mental health issues. Student placement work may be accepted in lieu of worked experience * Proven understanding of the trauma-based modalities * Knowledge of client community * Knowledge of community resources * Experience administering Narcan and/or Narcan training a strong asset   **Skills and Capabilities (examples provided below):**   * Effective communication, both oral and written * Effective interpersonal skills * Some computer skills in word processing and database * Attention to detail, problem solving and analytical skills * Strong sense of integrity and confidentiality with professional ethics and a balanced sense of fairness and flexibility * Bilingual (English and French) an asset   **Hours:** Saturday and Sunday 3:30pm – 12:00am  *The Salvation Army will accommodate candidates as required under applicable human rights legislation. If you require a disability-related accommodation during this process, please inform us of your requirements.*  We thank all applicants, however, only those candidates to be interviewed will be contacted.  *.* | | | |