



WALPOLE ISLAND FIRST NATION EMPLOYMENT OPPORTUNITY

Job Title: Relief Shelter Worker

Department: Three Fires Ezhignowenmindwaa Women's Shelter

Pay Rate: \$20.57 per hour

Status: Casual Call-in – Applications Accepted Anytime

Position:

The Relief Shelter Worker is responsible for answering the 24hr Crisis Line and providing immediate crisis intervention, support, information, and referrals appropriate to the needs of victims of domestic violence. Screen and assess potential Emergency Shelter Intakes. Admit clients after hours according to procedures established by the Women's Shelter Supervisor. The Relief Shelter Worker is also responsible for overseeing the safety and cooperation of the women and children living in the Shelter and creates an empowering supportive living environment for all residents.

Requirements:

- **Must be able to work variable times – Evenings, Midnights, Weekends and Holidays**
- High School Diploma or equivalent required. Post Secondary diploma in the Social Sciences / Human Services field preferred.
- Prior experience in a social service capacity, preferably one serving victims of violence and their families preferred.
- Knowledge of First Nation service delivery, customs, and traditions in responding to domestic and family violence.
- Respect for, sensitivity towards as well as knowledge and understanding of Anishinabek culture and traditions.
- Valid Ontario Driver's License and reliable transportation
- Must be a positive role model. Live and promote a healthy addiction free lifestyle.
- Will be subject to a Criminal Reference Check and Vulnerable Persons Check.
- **The position requires the individual to be female.**

Responsibilities:

- Provide shelter coverage based on program needs.
- Deliver support services to clients by receiving new intakes and/or performing orientation of new arrivals into the Emergency Shelter program.
- Working knowledge of security system operations.
- Monitors and ensures the safety and comfort of clients by performing security checks and building rounds.
- Provides for a safe and orderly environment by enforcing shelter rules and guidelines; dealing with problems that come up in communal living; working with residents to supply immediate needs and handle emergencies as they arise.
- Facilitates cooperative living in the shelter through house meetings.

We are a special interest organization that is primarily engaged in serving the interest of the Walpole Island First Nation community, preference will be given to persons of Native ancestry. (OHRA 1981, c53, s170)
Qualified Band Members are to be given PRIORITY. (R.C.M. April 28, 1998 M#15)



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- Documenting client activity; maintaining records and input of services data.
- Working with and without direct support and supervision.
- Contact the Women's Shelter Supervisor when emergencies arise.
- Refrains from becoming involved with the personal problems of the clients; communicates and demonstrates appropriate professional boundaries with clients.

How to Apply:

Please submit your resume and cover letter describing qualifications above to:

Walpole Island First Nation
Human Resources
Mail: 117 Tahgahoning Rd,
Wallaceburg, ON
N8A 4K9
or
Fax: 519-627-5915
or
Email: Careers@wifn.org