



October 22, 2024

Job Posting #: 1-2024-NSI **(REVISED)**

## **EXTERNAL AND INTERNAL JOB POSTING**

### **Nelson CARES Society – Affordable Housing Program**

#### **Position: SUPPORTIVE HOUSING WORKER** *(Multiple Positions Required)*

**Classification: Permanent Part-Time - Average 28 hours per week** *(See below for compensation and work schedule details. This is a benefited position upon successful completion of the probation period.)*

**Location: North Shore Inn, 687 Highway 3A, Nelson, BC**

Nelson CARES Society (NCARES) is a not-for-profit organization that provides social services programs including advocacy, affordable housing, emergency shelter services, senior support, residential and employment supports for adults with disabilities.

**Job summary:** The Supportive Housing Worker (SHW) will be part of a housing team assisting tenants/residents of Nelson CARES Affordable Housing Program. The position will focus on support services in conjunction and collaboration with the North Shore Inn Program Manager. The SHW will offer support services as needed, including life skills support, accessing medical services and addictions treatment and/or mental health services. *This is a unionized position.*

#### **Duties and Responsibilities:**

- Orient and assist new residents to settle into the housing program.
- Assess resident's immediate needs and develop personal support plans including goals and objectives.
- Provide support and/or links to access to food, housing, medical care, income assistance, social/recreational activities, and employment opportunities. Connect residents to community agencies/organizations: make the initial connections, support with applications and follow up.
- Monitor and ensure the safety and comfort of residents and the security of the housing facility.
- Provide direct care such as risk assessment and conflict resolution for individuals who experience severe challenges in daily living because of being at risk of homelessness.
- Maintain complete and accurate current resident records of support service and group activities.
- Perform other related duties as required.

#### **Qualifications:**

- Diploma in Social Work or Counselling, or a related field **is required.**
- One (1) year recent related experience or an equivalent combination of education, training and experience.

#### **Job Skills and Abilities:**

- Ability to show sound knowledge of community resources and a willingness to work with a culturally and sexually diverse population.
- Demonstrated ability to work under pressure, to work independently with minimal direction, to take initiative, to organize, prioritize and meet deadlines.
- Ability to use intervention processes that are sensitive to age, income, gender, racial and ethnic cultural issues and disabilities.
- Ability to communicate effectively verbally and in writing.

**Employment Requirements:**

- Proof of Diploma in Social Work or Counselling, or a related field
- Criminal Record Check\*
- Valid Emergency First Aid Certificate\*
- Food Safe Level 1 Certificate\*
- WHMIS 2015 Certificate\*

*(\*Can be completed upon hiring)*

**Number of Hours Per week** : Average 28 hours per week based on following 4-on/4-off rotational 8-hour shift:

- Day Shift: 8 am – 4 pm
- Afternoon Shift: 4 pm – 12 midnight
- Night Shift: 12 midnight to 8 am

**Compensation** : Depending on rotational shift, a corresponding wage premium will be applied. The hourly wage will range from **\$31.56/hr to \$34.56/hr** (JES Wage Grid 11-SHW, Step 1).

**Start Date** : As soon as possible

**Application Deadline** : Open until filled

**Additional Comments** : Multiple positions required and will be filled through a competition/selection process. This position requires the successful candidate to be a CUPE Union member.

Please e-mail a cover letter, resume, and e-mail addresses for three professional references to:

**Attention: Housing Director**  
**e-mail: [housingdirector@nelsoncares.ca](mailto:housingdirector@nelsoncares.ca)**

*Nelson CARES Society is an equal opportunity employer. All internal candidates will be contacted as to the status of their applications. All external applicants will only be contacted if short-listed for an interview.*