

Employment Opportunity - Posting

The Salvation Army – Fort St John B.C.



Giving
Hope
Today

Job Title:	Program Assistant	Competition #:	5118-RESC-PT-Weekend
Ministry Unit/Dept:	Fort St John, Northern Centre of Hope Supportive Housing	Status:	Part Time
Starting Wage:	\$19.03	Date Posted:	January 24, 2024
Address:	9824 99 ave	Posting Expires:	Until Filled
Applications Accepted By:			
Fax or E-mail: employeerelations@nchope.ca Attention: HR Department Please no phone calls.		Mail:	
MISSION AND VALUES:			
<p>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.</p> <p>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.</p> <p>Core Values The Salvation Army Canada and Bermuda has four core values:</p> <p>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.</p>			
JOB DESCRIPTION:			
POSITION PURPOSE SUMMARY:			
<p>The Program Assistant, Supportive Housing, will work in conjunction with the Program Team to provide additional support to the tenants of the facility. Some duties may include in-room support with laundry or meal prep, accompaniment to appointments and activities as outlined in their personal plans.</p>			
BASIC FUNCTIONS/RESPONSIBILITIES:			
<ul style="list-style-type: none"> • Provides support to tenants and staff in program delivery • Assists with daily operations, laundry, food services prep, light cleaning • Is involved in accompaniment off-site with tenants, reporting to Key Workers daily activities in conjunction with personal plans • Consistently demonstrates respect and empathy for all tenants • Maintains availability for personal, practical, and moral support • Accurately records relevant information to support staff • Liaises with referral sources and other external agencies as needed • Ensures ongoing enforcement of policies • Performs other job-related duties as required to ensure a safe and secure environment 			

QUALIFICATIONS AND EDUCATION REQUIREMENTS:

- Grade 12 education or equivalent
- CPR, First Aid Certification
- Food Safe Level 1 Certification
- Non-Violent Crisis Training an asset

- **HOURS: Saturday, Sunday 2pm-6pm**

PREFERRED SKILLS/CAPABILITIES:

- Strong service ethic and a friendly disposition with the public
- Adaptability to change and frequent interruptions
- Team oriented and able to take initiative
- Willingness to work with people from diverse cultural backgrounds
- Problem solving
- Personable
- Team player
- Organized

Successful candidates, prior to hiring, may be required to provide:

- Background check consent.
- A clear vulnerable sector screening.
- A clean drivers abstract.
- Completion of our online Praesidium Abuse Training and required Health and Safety training.

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.

Internal Applicants, please advise your managing supervisor of your intentions prior to submitting your application.

