



Summary

The **GDOO NAAGIDEWENDIMIGOO** Emergency Low Barrier Shelter is designated to provide safe and warm lodging for individuals who, for a variety of reasons, find themselves to be homeless. This shelter aims to provide a real need for safe beds for individuals.

Responsibilities

1. As part of a team, be responsible for the day to day operations;
2. Supervise individuals accessing services;
3. Provide a safe, accessible and trustworthy space;
4. Complete intakes/discharges and referrals;
5. Establish and maintain rapport with individuals accessing the service;
6. Implement policies and procedures and residency agreements in the spirit of fairness and respect;
7. Support individuals' efforts to attain their goals through advocacy, research, and appropriate referrals;
8. Work as a resource for individuals, particularly around housing issues, support and advocacy;
9. Participate in on-going team building, to ensure peer accountability, strong communication and support;
10. Use intervention and mediation skills to defuse potential conflicts;
11. Perform light housekeeping and maintenance duties to ensure a safe work environment;
12. Administrative duties, including case management, record keeping;
13. Participate in team activities, training and decision-making;
14. Provide programming supports as identified;
15. Shift work that includes nights, evenings, and weekends;
16. Encourage and promote life skills within individuals.

Qualifications

- Have an intimate understanding of the lived experience of Anishinaabe people
- Knowledge of traditional wellness approaches to healing
- Effective communication skills, both written and verbal
- Strong conflict resolution, and organizational skills
- Creative problem-solving and solution focused
- Certificates in: Safe Food Handlers, Mental Health First Aid, Applied Suicide Intervention Skills Training, First Aid, CPR, Non-Violent Crisis Intervention (willingness to obtain)
- Ability to maintain confidentiality and professionalism in all aspects of work
- Ability to work in a team approach and with minimal supervision

Interested applicants **MUST** submit: 1) A cover letter; 2) Updated resume; 3) Photocopy of certificates/diploma/degree from a post-secondary institution, and 4) Contact information (email, phone number) of 2 work related references.

Attention: Melissa Roy
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Deadline: Open Until Filled

Late or incomplete applications will not be considered and we appreciate your interest.