



Camrose Women's Shelter Society

Camrose Women's Shelter Society operates a 22 bed facility that offers services in support of women and children requiring emergency shelter due to domestic violence, crisis situations or homelessness. We are currently recruiting for the following position:

FAMILY SUPPORT COORDINATOR

Classification: Full Time, Non-Union

Salary Range: \$23 - \$28 per hour

Hiring Date: Immediate

The position is 37.5 hours per week, Monday-Friday with the ability to be flexible should the need arise.

Required Qualifications:

- Post-secondary diploma or degree in Social Work or Child and Youth Studies and a minimum 5 year's relevant experience in a Human Services field, such as Children's Services, Addictions, Parenting Strategies, Behavioral Difficulties, Custody and Access.
- Current First Aid and CPR Certification
- Current Police Information Check and Child Welfare Intervention Check

Description:

Reporting to the Executive Director, the Family Support Coordinator establishes and maintains healthy professional relationships with the women and children residing within the Camrose Women's Shelter. The Coordinator delivers group programs and individual supports to educate, inform, and provide a role model for the mother-child relationship; provides age appropriate sessions for children; liaises with community agencies to meet specific needs of the child, mother or family unit; coordinates and/or provides childcare as required; assists in transition planning; and is a member of the Shelter's Direct Services Team and Leadership Team.

Other responsibilities include: supervision of Child Care Workers, coordination of OH&S procedures and protocols, manage Kitchen operations, recruit staff as required; submit monthly and year end reports to the Executive Director describing program progress or changes for Board information; oversee the care, maintenance and safety of children's equipment and recreation area.

Our Shelter maintains a policy of Trauma Informed Practice. This means having an awareness of trauma and its impacts, and speaking, acting and existing in ways that are least likely to trigger or further harm those who have experienced trauma. A trauma informed stance means applying the "universal caution" and approaching every individual as though they have experienced trauma.

The Camrose Women's Shelter follows current Alberta Health Services safety protocols and will provide appropriate PPE as required.

Please submit resume and cover letter to:

Email: family@camrosewomenshelter.org

Fax: 780-679-4999

Mailing: Box 1405, Camrose, AB T4V 1X3

We thank all who apply; however, only those selected for consideration will be contacted.