

JOB DESCRIPTION

Job Title:	Sobering and Assessment Centre Worker (SACW)
Bargaining Unit:	Health Services & Support Community Subsector Association
Classification:	CHW 1; GRID 1

Position Summary:

The Sobering and Assessment Centre Worker (SACW) provides support to clients accessing the Sobering and Assessment Centre.

Reporting Relationship:

The SACW reports to the Centre Coordinator and VIMHS Management.

Duties and Responsibilities:

- Maintains a safe, clean, well-ordered environment
- Screens clients for admittance and discharge
- Observes clients and reports/records basic information.
- Provides food, blankets, hygiene supplies, first aid supplies to clients as required
- Provides links to community resources to clients as needed
- Prepares light snacks
- Performs daily housekeeping duties, including laundry, bed making, cleaning
- Re-stocks facility supplies and notifies supervisor when purchases are necessary.
- Adheres to the Society's standards, protocols, and policies
- Performs other related duties as required
- Completes and maintains related records and documentation such as daily logs, filing, communication books.

REQUIREMENTS

- Minimum of 3-6 months recent related experience or an equivalent combination of education, training and experience.
- Valid First Aid with CPR-C
- Valid Food Safe Level one Certificate

SKILLS AND ABILITIES

- This job requires a high level of empathy and initiative
- Knowledge and understanding of vulnerable populations affected substance use disorders, mental health challenges and/or homelessness
- Physical ability to carry out the duties of the position
- Good organizational skills
- Ability to communicate effectively verbally and in writing.
- Ability to observe and recognize and report changes in guests of the centre

Last Reviewed: March 2020