



**YWCA Lethbridge & District**  
604 8<sup>th</sup> Street South  
Lethbridge, AB T1J 2K1  
P 403-329-0088 | F 403-327-9112

**Position:** Hestia Participant Support Worker (Casual positions available)

**Reports Directly to:** Program Manager

**Qualifications:** Some post-secondary education in a related field such as counselling, psychology, social work, nursing, sociology, recreation, or recreation, and a minimum of 1 year of direct experience with vulnerable youth. Equivalencies will be considered. A valid Driver's License, Driver's Abstract, Criminal Record Check, Child and Youth Intervention Record Check and Standard First Aid/CPR is required. All other training will be provided.

Please note:

- As a condition of employment, YWCA Lethbridge and District requires the successful candidate to be fully vaccinated against COVID-19. Where the candidate has not obtained the vaccine, the candidate will be considered on an exceptional case by case basis; YWCA Lethbridge will adhere with its obligations under the Human Rights Act.

Qualified candidates will also demonstrate the following:

- The ability to work independently, cooperatively, and constructively within a team environment.
- Excellent time management skills.
- Basic computer skills, including knowledge of Microsoft Office programs.
- Knowledge of Housing First & Recovery Focused Philosophies.
- Knowledge and understanding of the population served.
- Knowledge of community resources and referral pathways.
- Willingness to adapt to program and participant's needs.

**Responsibilities:** The Hestia Participant Support Worker operates collaboratively as part of a multi-disciplinary team that support participants between 16-24 who are, or at risk of being homeless and who are not able to utilize their natural support systems. Direct service provision includes providing individualized support to participants, teaching & modelling to the participants in the development or improvement of life skills, facilitating groups and activities, completing health & safety tasks such as cleaning, and supporting the Case Manager in the implementation of the Service Plan & Participant goals.

#### **Hours:**

This position requires flexibility in hours based on program needs. Staff will be required to work a variety of shifts including days, evenings, overnights, and weekends based on program and client needs. Typical hours: 9 am- 5pm, 12 pm to 8 pm, 4 pm- 12 am. Casual employees are required to work a minimum of two shifts per month

#### **Specific Tasks/ Roles of Hestia Support Worker:**

##### **Life Skills Support**

- Provide assessment, support and instruction to participants on daily living skills, including but not limited to: nutrition and cooking, household responsibilities, personal hygiene, time management, medication support, budgeting, personal coping strategies, problem solving, recreation, interpersonal communication and socialization. Actively participate in these activities with Participants.
- Assist and encourage Participants in the pursuit of leisure activities, exercise programs, and community socialization opportunities; develop activities for individual or group participation.
- Coordinate and participate in group and recreation activities as needed.
- Support Participants in management of self, i.e. development and utilization of personal coping strategies, self confidence & community rehabilitation.



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- Assist Participants in realizing personal daily living goals, both short and long term, to facilitate progression towards independent living.
- Assist Participants where appropriate with family communication and mediation.
- Assist Participants as needed in developing and maintaining a positive working relationship with professionals in support of ongoing physical, spiritual, emotional and mental wellness.
- Support Participants in becoming active members of the community at large.
- Act as a positive role model for Participants; lead by example.

### **Program Support**

- Encourage Participants to actively participate in service & goal planning
- Perform regular participant status and wellness assessments.
- Monitor Participant interactions and encourage social inclusion; coordinate conflict resolution and manage behaviours as needed.
- Maintain personal and professional boundaries with Participants.
- Maintain communication with Role Model's and provide support as required or directed by YWCA Lethbridge & District Manager

### **Administrative Support**

- Comply with the YWCA Lethbridge & District policies and procedures.
- Read and update the Communication Book at the beginning of each shift and as needed.
- Maintain detailed records according to YWCA Lethbridge & District legal documentation guidelines.
- Communicate all relevant (progress, concerns, changes, etc.) information associated with service plans to team members.
- Take direction from the Participant Case Managers regarding Participant care; the Participant Case Manager is not to perform the duties of a supervisor, but can provide direction with regards to Participant care, particularly in relation to the Service Plan.
- Maintain regular communication with the Program Manager on matters affecting Participants' wellbeing and in the general operations of the Hestia Homes Program.
- Support with the collection of Service Fees

### **Essential Program Support**

- Complete and assist Participants with health & safety and household tasks.
- Complete and/or assist Participants with meal preparation.
- Build and maintain knowledge of community resources and referral pathways.
- Actively participate in professional development opportunities; attend as many trainings and in-services as possible.
- Attend all mandatory trainings (Conditions of Employment).
- Attend meetings.
- Attend other events hosted or attended by YWCA Lethbridge & District (i.e. the Annual General Meeting, Walk A Mile, Royal Gala, etc.) whenever feasible.
- Actively work to be a positive and supportive team member.
- Other duties as assigned.

### **Salary**

- \$21.63 per hour





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**Resumes with three references to be submitted to:**

Mahreen Rana, Human Resources Manager

YWCA Lethbridge and District

604, 8<sup>th</sup> St. South

Lethbridge, Alberta, T1J 2K1

Fax: (403) 327-9112 Email: HR@ywcalethbridge.com (Only candidates selected for an interview will be contacted)

**Deadline: Position to be filled immediately. Applications to be accepted until hiring of successful candidate.**

*YWCA Lethbridge and District is an equal opportunity employer.*



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