



## JOB DESCRIPTION: Support Worker – Night Shift

<b>POSITION:</b>	Support Worker
<b>REPORTS TO:</b>	Program Director
<b>ALLOTTED HOURS:</b>	On call. Shift is 10 pm – 8 am with a daily rate of pay agreement.

### MINISTRY CONTEXT

LIFE Recovery Association (LIFE) is a registered charity and Christian ministry that exists to support women in recovery from addiction. Employees of LIFE agree with the Code of Ethics, Community Standards Policy, Mission, Statement of Faith, Vision, and Core Values.

### JOB SUMMARY -PRIMARY FOCUS

This position involves working with clients who may have only recently made a commitment to sobriety and are still experiencing the effects of detox or withdrawal. The ability to function independently and under pressure, while managing multiple concurrent tasks including emergency situations is an ongoing expectation of this position. **The Night Shift is a combination of awake and sleep hours dependent on tasks assigned.**

### SPECIFIC RESPONSIBILITIES:

#### Support LIFE's clients:

- Provides oversight on site
- Establishes a calm, safe and secure atmosphere for clients
- Recognizes changes in client behaviours and/or moods and addresses or reports these as appropriate
- Ensures clients are awakened and out of bed on time

#### Support LIFE's staff:

- Completes end of day tasks assigned by Program Director and Program Administrator including preparing rooms for new intakes, inventory of groceries and supplies, food preparation for next day meals

#### Support LIFE's program:

- Completes room checks and secures the residence
- Documents client requests for medication
- Identifies potential problems, makes effort to address and de-escalate
- Reports any difficulties to Supervisor and logs all incidents
- Light "housework" (sanitizing, tidying) at start or end of shift to ensure a workplace ready site for day staff

### QUALIFICATIONS & EXPERIENCE:

- Minimum of one (1) year recent related experience or an equivalent combination of education, training, and experience
- Strong analytical skills and decision-making ability
- Demonstrated ability to deal with highly sensitive and confidential material and situations
- Current Class 5 Drivers License (minimum)
- Sobriety of at least TWO years i.e., no abuse of alcohol, drugs, or other mood-altering chemicals.
- Reputation of living a lifestyle that honors and glorifies God - regularly attends and participates in a home church (Heb 10:24-25)
- Knowledge of alcohol & drug and mental health disorders is an asset.

### STATEMENT OF FAITH

1. *I believe there is one God who is infinitely perfect, existing eternally in three persons: Father, Son and Holy Spirit; and*
2. *I believe the Bible as the true Word of God, and as such is the final authority in all matters of faith and life; and*
3. *I believe that there is eternal life and salvation only in Jesus Christ, and the gift of forgiveness is given through God's grace and repentance of sins. This gift is available to all who ask.; and*
4. *I believe that life is a gift from God and should be used to the best of my ability and to glorify His name.*