



external JOB POSTING COMSER-21-35

Community Services Department

Outreach Worker, Geraldton Family Resource Centre

Date Posted: October 4, 2021

Job Type: Part-Time

Current Job Description Applies

CUPE LOCAL 3045

Rate of Pay: \$34.09/hr

### GENERAL

The Greenstone Community Services Department requires a Part Time Outreach Worker at the Geraldton Family Resource Centre in Geraldton.

### QUALIFICATIONS

- Minimum Social Service Worker Diploma or a 2-year college diploma in a Human Services Program.
- An equivalent combination of education, training and experience may be considered.
- Vulnerable Sector Criminal Record Check.
- Current First Aid and CPR.
- Good oral and written communication skills.
- Ability to work as a team member and independently.
- Must possess a valid driver's license and have access to a reliable vehicle.
- Good working knowledge of community resources and supports.
- Experience in workshop development and facilitation.
- Skills in counselling individuals in crisis.

### DUTIES AND RESPONSIBILITIES

- Provide crisis phone counselling, including assistance with safety planning, providing information on rights, options and available services, referrals, and system navigation.
- Support, advocacy, and safety planning for women who are experiencing or at risk of experiencing or have been or are being affected by violence and/or abuse.
- Utilize a trauma informed approach with a harm reduction framework that respects a woman's autonomy as well as their right to privacy and confidentiality.
- Work within established policies and procedures as outlined by the Ministry of Children, Community and Social Services and the Municipality of Greenstone.
- Promote services of Geraldton Family Resource Centre.
- On-going liaison with community services.
- Provide public education regarding issues of violence against women.
- Assist in coordination of special promotional projects ie. International Women's Day, December 6<sup>th</sup>, etc.
- Participate as a member of the Geraldton Family Resource Centre team in achieving the mission of the Centre.

### REPORTING RELATIONSHIP:

Only those selected for an interview will be contacted. In accordance with the Municipal Freedom of Information and Protection of Privacy Act, personal information is collected, and will only be used for the purposes of candidate selection. The Municipality of Greenstone is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.



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- Reporting to the Director of Community Services.

#### HOURS OF WORK

- Flex shift to a maximum of 24 hours per week.
- Weekly schedule to be determined by the Director of Community Services.

A detailed job description is available upon request.

Applicants must apply in writing by no later than 4:30 pm, October 12, 2021 to:

Al Gordon, Manager of Human Resources  
Municipality of Greenstone Administration Office  
1800 Main St., Box 70  
Geraldton, ON POT 1M0

Email: [al.gordon@greenstone.ca](mailto:al.gordon@greenstone.ca)

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