



JOB POSTING
Men's Services
Men's Services Assistant
Wage \$15.85 per hour
8 week contract position - 35 hours per week

KEY RESPONSIBILITIES:

- Support staff in continual development and delivery of all programs.
- Provide direct and indirect services to clients.
- Assist with documenting evidence based practice
- Assist with planning and implementing client engagement activities
- Work safely, identify any health and safety concerns and report to management
- Follow Mission Services workplace health and safety policies and procedures at all times
- Assist with administrative duties including answering telephones, gathering and compiling statistics
- Other duties/projects as required to ensure the continuation of service to clients

QUALIFICATIONS:

- Enrollment in or completion of Social Work, Concurrent Disorders, or related program at a post-secondary institution
- An understanding of homelessness
- An understanding of trauma informed care, anti-racist/anti-oppression, mental health issues, poverty, addiction, and holistic practices
- Able to work in a multi-disciplinary team
- Good communications skills
- Ability to work independently and within a team setting

HOURS OF WORK:

- 35 hours per week

REQUIREMENTS:

- Police Vulnerable Sector Check

This position has been made possible through the funding provided by Canada Summer Jobs Program. Eligible applicants must meet the following criteria:

- Is between 15-30 years of age at the start of employment
- Is a Canadian Citizen, permanent resident or person whom refugee protection has been conferred under the Immigration and Refugee Protection Act*; and
*International students are not eligible.
- Is legally entitled to work according to relevant provincial legislation and regulations

To apply for this position, please send your cover letter and resume quoting the job title by May 23, 2019 to:

Director of Human Resources

Mission Services of Hamilton

P.O. Box 368, Hamilton, ON L8L 7W2 or email to HR@mission-services.com

Mission Services is an equal opportunity employer – If you require an accommodation during the recruitment and selection process, please let us know. We will work with you to meet your needs.

We thank all applicants, however, only those candidates selected for an interview will be contacted.