



# McLaren Housing

## Society of British Columbia

**Job Title:** Life Skills Worker

**Location:** Downtown Vancouver

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**Please note: Applications that do not include a cover letter will not be reviewed.**

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Founded in 1987, McLaren was the first HIV/AIDS housing provider in Canada. We work with low-income individuals and families who are living with HIV/AIDS and require stable and supportive housing. Our mission is to provide safe, secure and affordable housing and capacity-building services to widen pathways for improved health, wellness and independent living and foster a sense of community.

### **Job Summary**

Reporting directly to the Manager of Housing and Program Services and under the guidance of the Resident Support Coordinator, the Life Skills Worker works in close collaboration with the support team to perform duties that enhance the capacity of residents to sustain their housing and maintain their health, wellness, and independence.

Working in accordance with the policies, procedures and philosophy of McLaren Housing Society, this position establishes trusting relationships with a diverse resident population and holds a trauma-informed understanding of barriers and stigmatization experienced by individuals historically underserved.

To be successful in this role, you are comfortable and experienced with high-volume meal preparation, light housekeeping/pest control, and hosting group activities/programs. As well, you understand the need to establish, maintain and role-model healthy boundaries and you value the spirit of teamwork and collaboration.

### **Duties and Responsibilities:**

- 1.** Coordinate community kitchen meals, source food donations to enhance food security of residents.
- 2.** Assist residents with pest infestation, including light housekeeping, laundry, and prepping for Bed Bug remediation, which may include the moving or wrapping of furniture for disposal. Working knowledge

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Suite 200 – 649 Helmcken Street Vancouver BC V6B 5R1

t: 604-669-4090 f: 604-669-4092 e: [admin@mclarenhousing.org](mailto:admin@mclarenhousing.org) w: [mclarenhousing.org](http://mclarenhousing.org)

Charitable Registration 10768 3328 RR0001

of bed bug remediation is fundamental.

3. Provide support and encouragement to residents to maintain personal hygiene.
  4. Identify and refer residents who require individual case management support to resident support workers.
  5. Assess the cleanliness and tidiness of suites to ensure compliance with fire safety regulations.
  6. Provide assistance for and accompaniment to medical appointments if needed.
  7. Promote independence to encourage an independent lifestyle.
  8. Ensure the safety of residents and the premises by performing duties such as de-escalating, reporting unsafe conditions, incidents and behaviours and reporting to the appropriate staff or authorities.
9. Cover breaks for Building Attendants when needed.
10. Perform other related duties assigned by the Management Team.

#### **Teamwork:**

- Offer support, respect and feedback to other team members
- Ensure communication is clear, concise and honest
- Take ownership, accountability and responsibility for your role
- Share and contribute ideas, knowledge, questions and perspectives
- Attend staff meetings and check-ins
- Demonstrate and role-model commitment to the broader McLaren staff team.
- Respect the workplace's physical structure, keeping it clean, safe and secure for those we support

#### **Documentation/Communication:**

- Review and document all logs, staff minutes and organizational emails
- Write accurate and detailed incident reports
- Work closely with Management, Building Attendant's, janitorial and support staff to maintain effective lines of communication

#### **Knowledge, Skills & Abilities**

- Grade 12 or Equivalent, Level 1 First Aid Training Certificate, plus two (2) years of related experience or an equivalent combination of education, training, and experience.
- Current Criminal Records Check and First Aid, Level 1, FoodSafe & WHMIS training are minimum requirements (willingness to complete these within 2 months is acceptable)
- Demonstrated experience working with marginalized populations including, active substance users, individuals with HIV/AIDS, mental health and or addiction issues, individuals involved in sex work and the 2SLGBTQIA+ community who experience poverty, trauma and housing insecurity.
- Experience working in kitchen and meal preparation for large groups is required.

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- Possess an understanding of the needs of the HIV community.
- Knowledge of the supportive housing structure and BC Housing. Experience working in a supportive housing environment is an asset.
- Demonstrated ability to understand and maintain residents/worker boundaries.
- Knowledge of related resources including: mental health system and related agencies, food resources and substance use support services.
- Excellent interpersonal skills; ability to communicate effectively both written and verbally.
- Experience in crisis prevention/intervention and conflict resolution/de-escalation skills
- Knowledge of harm reduction principles.
- Ability to work independently and reprioritize duties in a consistently changing environment,
- Physical capacity to perform duties of the job.
- Valid Driver's license with access to a reliable vehicle is an asset.

### **Compensation and Work Environment**

- This is a permanent, full-time position within a welcoming work culture in a location close to transit.
- Compensation is \$26.00 per hour, commensurate with experience and ability.
- McLaren offers a substantial health and welfare benefits plan, 3% matching funds in our employee savings plan, 120 hours of sick leave and 13 statutory holidays paid yearly.

Interested and suitably qualified applicants are invited to submit a cover letter and resume in Word or PDF format to [jobs@mclarenhousing.org](mailto:jobs@mclarenhousing.org) or by fax to 604-669-4092.

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**Closes Monday, January 22, 2024 at 5:00 pm**

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