



Giving Hope Today

## **Employment Opportunity**

### **The Salvation Army Community Services (Calgary)**

#### **Resource Specialist – Shelter Diversion**

**Position Type:** Temporary Full Time – 40 hours per week

**Location:** Downtown Calgary and West Campus

#### **Position Summary**

Reporting to the Director of Shelter and Housing services, this Resource Specialist works with the men's and women's shelter resource specialists to identify, assess, and helps individuals who are staying at our shelters get into housing using diversion funding (rent supports) and assists them in their first 3 months of moving into housing.

#### **Hours/Schedule**

Temporary Full Time 40 hours weekly – Monday to Friday 8:00 a.m. to 4:30 p.m.

Expected Start Date: August 1, 2024; Expected End Date: March 31, 2025.

#### **What you will be doing in your role**

- Works with existing shelter teams to identify individuals who would qualify for diversion funding and housing supports.
- Conducts resident intake interviews, assessments, enters data into the Homeless Management Information System (HMIS) and completes follow-up tasks.
- Responds to community and resident inquiries, providing suggestions/information on appropriate resources for housing supports.
- Builds relationships with landlords/housing programs in the community for the purpose of housing individuals from the shelters.
- Teaches clients about Landlord-Tenant agreements work and how to maintain housing.
- Facilitates meetings between clients and landlords and assists in getting set up in housing.
- Works with clients to get set up in new housing and assists them in maintaining their housing.
- Signs agreements with residents regarding behavior concerns, and occupancy fees arrears, as determined by program guidelines.
- Provides emergency/crisis intervention and responds accordingly (may involve conflict resolution.)
- Works collaboratively with community agencies and landlords to resolve client concerns.
- Assesses and works with residents to develop SMART goals; participates in client meetings and progress reviews.
- Researches, creates, and presents information on programs and workshops.
- Attends community agency meetings and workshops, as approved by the supervisor.
- Enters and maintains data base, resident case notes, and other resident records as required/
- Completes designated reporting requirements for both internal purposes and for the external funder.

#### **Required Education, Experience and Competencies**

- Completion of a two-year diploma in a related social services or mental health field (i.e., social work, addictions).

- Incumbents with a Social Work diploma or degree must be registered with the Alberta College of Social Workers.
- Satisfactory Police Information Check (PIC) with Vulnerable Sector Search.
- Current Intermediate First Aid certification with Level A or C CPR from an Alberta approved training provider.
- At least one year of prior related experience in frontline casework with an emphasis on mental health, homelessness, housing, addictions, or social services.
- Knowledgeable about and demonstrate understanding of marginalization of the homeless.
- Valid Class 5 driver's license and Satisfactory 3-year driver's abstract.
- Competent at electronic data entry and information management, and the ability to analyze data.
- An understanding of the Residential Tenancies Act (RTA).

Please apply by sending a cover letter and resume to: [CSCalgary.HRResumes@salvationarmy.ca](mailto:CSCalgary.HRResumes@salvationarmy.ca) and please use the competition # **RSSD-070424** in your email subject line.

This competition will remain open until the position is filled. *We thank all applicants and those selected for an interview will be contacted.*

*For more than 130 years, The Salvation Army has had the privilege of serving vulnerable people in communities across Canada. Last year, we helped over 1.7 million people. The Salvation Army not only provides the necessities of life such as food, clothing, and shelter, but our programs address needs such as addictions, language barriers, loneliness, unemployment, and family challenges. Our services continually adapt to meet emerging needs.*

*At work in more than 400 communities across the country, The Salvation Army has grown to become one of Canada's largest non-governmental providers of social services.*

### **Mission and Core Values**

The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.

Our values underpin all that we do:

**Hope:** We give hope through the power of the gospel of Jesus Christ.

**Service:** We reach out to support others without discrimination.

**Dignity:** We respect and value each other, recognizing everyone's worth.

**Stewardship:** We responsibly manage the resources entrusted to us.

The Salvation Army will accommodate candidates as required under applicable Human Rights Legislation. If you require a disability related accommodation during this process, please inform us of your requirements.



Imagine Canada believes that charities and non-profits have a responsibility to be innovative, transparent, accountable, ethical, and well-governed.