



<https://onionlakehealth.org/careers/support-worker-2-positions-transitional-home/>

## Support Worker (2 Part-Time Positions) – Transitional Home

**Hiring organization**  
OLHBI

**Employment Type**  
Part-time

### Description

The Support Worker is responsible for helping individuals, families, and the community in times of personal crisis as well as for cases of crisis prevention and education. The Support Worker will provide support and resources in order to help mitigate the effects of crisis situations including but not limited to: family violence, police interventions, and drug and alcohol-related issues. This role requires the Support Worker to create accurate and detailed records and case notes as well as develop and maintain sustainable relationships with other professionals in the community. Other duties may be assigned as required.

### Reports to: Program Manager

### Responsibilities

- Understand and respond to a variety of situations and conditions, tailoring responses appropriately.
- Assist clients in locating and accessing required services in the community.
- Act as a resource for community and continued support programs, providing accurate information as required.
- Maintains established logs and all other required forms of documentation in a thorough, clear, and legible manner.
- Direct individuals and families to available social services and resources within the community to assist with the resolution of social and personal problems.
- Provide education to clients, client families and significant others; Act as an advocate for client groups within the community.
- Review client information files on a regular basis to keep up to date with any changes.
- Report to authorities, and take other protective action when required in cases of child abuse and/or neglect.
- Maintain sustainable working relationships with community agencies, schools, law enforcement and courts.
- Maintain accurate and detailed case notes and records of each visit, conversations, and any other form of communication.

### Qualifications

- Minimum: diploma in social work or related human services discipline.
- Experience in the social work field considered an asset.
- Ability to maintain a high level of confidentiality in all interactions.
- Excellent assessment and counselling skills; Advanced communication skills required, both written and oral.

### Contacts

**DEADLINE DATE: November 15, 2024**

Only qualified applicants will be contacted for an interview.

Interested applicants, who meet the qualifications as listed above, must submit:

1. Cover letter
2. Current resume with dates specified
3. LIST of three current references with phone numbers
4. Vulnerable Sector Check/Clear Criminal Record Check
5. Drivers Abstract

**Attention to: Human Resources**

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