



Canadian Mental
Health Association
Kenora
Mental health for all

Why join CMHA Kenora?

We are a team committed to our vision of mental health support for all. We offer an inclusive, innovative, and high-performance work culture that helps us deliver transformational impact. The organization cares about the growth, safety and well-being of employees and offers:

- Healthcare of Ontario Pension Plan (HOOPP)
- Learning & professional development opportunities

Deadline to apply: June 11th, 2024

Emergency Shelter Workers

Kenora Emergency Shelter

Employer: CMHA Kenora Branch

Job Title: Emergency Shelter Workers

Work Location: Kenora Emergency Shelter

Employment Status: Casual

For more information, please visit www.cmhak.on.ca

Overview:

Reporting to the Chief Executive Officer and the Kenora Emergency Shelter Operations Team Lead the Shelter Worker is responsible for facilitating an atmosphere of safety and positive reinforcement. The Shelter worker will work twelve-hour night shifts. They will participate as a member of a team of professionals whose focus is safety, stability and support for individuals in a housing crisis.

Duties:

- Adherence to all policies and procedures of Canadian Mental Health Association, Kenora Branch
- Assertive engagement with clients of the Kenora Emergency Shelter to connect them to services

- Ensure safety and security of all patrons during shift, including interpersonal safety and security of the shelter
- Logging patron contact throughout shift
- Assess and assist patrons with personal needs (e.g., personal hygiene, nutrition, medical or emotional)
- Monitor and supervise the shelter and patrons, assist patrons of the shelter with needs, questions and maintain shelter order in accordance with CMHA Kenora Branch policies
- Referral to community agencies and services where appropriate
- Ensure completion of shift responsibilities and routines
- Perform administrative functions as directed
- Communicate with shelter Team Lead of any building maintenance issues to be addressed
- Perform general housekeeping duties such as laundry, sweeping and mopping of floors, emptying garbage cans, clean and sanitize intake area, washrooms, sleeping area and common areas
- Assist with meal preparations, serving and clean up when required
- Attend monthly staff meetings and education/training opportunities as required
- Participate on specific committees or working groups as assigned by the Chief Executive Officer
- Provide a safe environment by ensuring adherences to Workplace Health and Safety Regulations and Policies, Infection Control Guidelines, WHIMIS and Safe Work Procedures; including but not limited to Fire, Disaster and Evacuation Plans
- Ensure client safety and client safety activities are emphasized throughout orientation of new staff members
- Support an environment which avoids, prevents and corrects all activities or actions which may result in an adverse outcome in the delivery of mental health services
- Responsible for self-care
- Other duties as directed

How to Apply:

Please submit your cover letter and resume to: careers@cmhak.on.ca

The Canadian Mental Health Association, Kenora Branch welcomes and encourages applications from people with disabilities.

Accommodations are available on request for candidates taking part in all aspects of the selection process.