



**Career Opportunity:**  
**Shelter Support Worker**  
**(Overnights & Weekends)**

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**Interval House**

Established in 1973, Interval House is Canada's first shelter for women and children experiencing abuse. We are trailblazers in the campaign for women's empowerment and independence and we provide innovative, specialized, and transformative services that help to break the cycle of intimate partner violence.

Want to know more about Interval House? See [www.intervalhouse.ca](http://www.intervalhouse.ca)

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**Join us and be a part of our team:**

Are you passionate about delivering superior services and care to clients? Do you have some knowledge of the challenges affecting women who have experienced intimate partner violence? Do you value organized and structured case management and a formal client support process? Are you results focused with an emphasis on quality and quantity standards with great attention to detail? Do you thrive in a diverse, supportive, and change-positive team?

Then joining this team may be your best move yet.

The Residential Program team is a group of caring, dedicated staff that provides programs and services that include a 30-bed shelter service, a 24-Hour Crisis Line, a Women's Program, a Children's Program.

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**Job Summary:**

As a **Shelter Support Worker** you will utilise your planning, implementation, case management and problem-solving skills to provide professional assistance and emotional support to the women in the shelter. You will provide services that enable the women's to overcome their trauma and barriers to re-build their lives.

**Duties and Responsibilities:**

- Respond to 24-hour crisis line in a timely manner
- Develop safety plans and provide emotional support to clients
- Conduct admission and initial interviews and address client basic needs
- Monitor and adhere to building security requirements
- Perform regular office administration and shelter operations tasks

**Job Requirements & Competencies:**

- Relevant education and/or related experience in programs for intimate partner violence
  - Ability to provide emotional support to women experiencing intimate partner violence
  - Excellent documentation skills and record management
  - Experience using Microsoft Office applications
  - Analytical, planning, organizing and reporting skills (verbal and written)
  - Demonstrate positive work attitude and learning initiative
  - Consistent ability to demonstrate professional behavior and respect for boundaries in a diverse work environment
  - Capable of managing emotional stress
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**You will benefit from:**

- Competitive compensation
- Group Insurance benefits
- Growth and learning opportunities
- Work/Life balance
- Working with a supportive, fun loving team

**Please submit your cover letter and resume to:**

Attention: Human Resources Subject line: **SHELTER SUPPORT WORKER**

Email: [personnel@intervalhouse.ca](mailto:personnel@intervalhouse.ca)

**Good to Know**

We thank all applicants. Please note, only applicants who meet the requirements will be contacted.

Must be legally eligible to work in Canada.

Must be open to receive Covid-19 vaccination.

All successful applicants must agree to undergo a police vulnerable sector check.

Interval demonstrates its commitment to equity, diversity and inclusion, respect in the workplace and does not condone any form of discrimination and workplace violence.