



Permanent, Part-time

## Addiction Treatment Worker

### House of Friendship – Men's + Women's Residential Addiction Treatment Programs

At House of Friendship we believe in what we are doing. We get out of bed each day to make a difference in our community; to walk with and to serve. We are not happy with the status quo. We get energy from ongoing learning and growth. We lead with passion and believe without a doubt that everyone deserves to belong and thrive. We live and breathe our values of Compassion, Inclusion, Justice, Dignity and Hope. And we have fun!

Sounds pretty great doesn't it? It is!

We are seeking mature and independent individuals to provide a supportive presence in our Men's and Women's Residential Addiction Treatment Programs. These community based residential addiction treatment program are for adult men and women whose use of alcohol and/or other drugs has seriously impacted their lives.

**\*\* We are currently hiring for two (2) permanent, part-time positions.**

**Position #1 is for Women's Residential, working 7.5 hours every Friday (12:30pm to 8:30pm).**

**Position #2 is for Men's Residential, working 15 hours every other Saturday + Sunday (7:45am to 3:45pm). Some of the shifts may be at Women's Residential.**

**When applying, please select which position(s) you are interested in. \*\***

**\*\* These positions will also have the option of working additional shifts in a relief capacity at both the Men's and the Women's Residential Treatment Programs, as needed and as available. \*\***

#### Key Responsibilities:

- Supervise the residence
- Establish and maintain a helping relationship with program participants while upholding appropriate professional boundaries
- Complete administrative and household tasks
- Maintain confidentiality in compliance with Personal Health Information Protection Act (PHIPA)
- Complete documentation and data entry in line with agency and legislative requirements
- Assess complex situations and making appropriate decisions independently with minimal supervision, and as part of a team
- Assist with admissions as needed
- Participate in other program activities as required
- Provide crisis and life skills support
- Facilitate one or more psycho-educational group(s)



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**Skills & Experience:**

- College Diploma/University Degree in Addiction Counselling/Social Services/Healthcare required
- Knowledge of substance abuse and recovery issues required
- Previous experience in a social service setting
- Sensitivity to and knowledge of issues relating to and impacting on all genders
- Previous experience in a residential and/or treatment setting desired
- Excellent interpersonal communication skills
- Group facilitation and management skills
- Valid G Driver's license and use of a reliable vehicle preferred
- Commitment to understand and uphold the mission and values of House of Friendship is expected
- Exemplary emotional intelligence, resilience, communication, conflict management and problem solving skills required
- Ability to work professionally as a team member with staff, participants and community members
- Experience or strong interest in working with diverse populations including people from various cultural backgrounds, income levels, and sensitivity to their needs
- Experience with and commitment to using an anti-racism, anti-oppressive and trauma informed approach to consultation, program design, evaluations of processes and service delivery
- Must be dependable, professional, flexible, a team player, and have a positive attitude
- Respectful, supportive and engaging approach to persons with physical and/or cognitive disabilities, addictions, mental illness and other life challenges
- Excellent project, timeline and deadline management skills including skills in logistics, planning and detailed record keeping

**Rate of Pay:**

At House of Friendship all compensation ranges are categorized under a series of "grades" and we base our payment structure on internal equity. When determining rate of pay, a candidate's past related experience will be taken into consideration along with where others with similar experience are currently on the pay grid.

**Note:** Most new team members will start somewhere between the start rate and the mid point of the range.

Grade: 4

Min: \$21.31

Mid: \$24.68

Max: \$28.05



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**Working Conditions:**

- Two positions available (please select your preference when applying):
  1. 7.5 hours every Friday (12:30pm to 8:30pm) at Women's Residential
  2. 15 hours every other Saturday + Sunday (7:45am to 3:45pm) at Men's or Women's Residential
- Option of also working additional shift(s) in a relief capacity at both the Men's and the Women's Residential Treatment Programs, when interested and available
- Works as sole staff person on some shifts
- Required to assess situations and make decisions under pressure with minimal supervision or while working alone
- Must remain at the facility for meal and other breaks on some shifts
- Encountering participants at program sites who may be under the influence of alcohol or other drugs and/or experiencing symptoms of mental illness can be expected

**COVID-19 Vaccination Policy:**

To maintain the safety of staff and participants, House of Friendship has implemented a COVID-19 Vaccination Policy. All Staff hired after October 19, 2021 are required to provide proof of being Fully Vaccinated against COVID-19 as a pre-condition of their employment or placement offer. If an individual is unable to be vaccinated against COVID-19, they will be required to submit written proof verifying a medical reason or by submitting a request under the Ontario Human Rights Code and agree to regular Rapid Antigen Testing at least two times per week. When documentation has been received and approved, House of Friendship will provide accommodation up to the point of undue hardship in compliance with the OHRC and may follow up to receive further information and/or documentation as required. Failure to meet these requirements will result in the immediate revocation of an offer of employment.

If you are as passionate as we are about serving the community, let's talk.

To apply, please submit your resume and cover letter here:

<https://house-of-friendship.hirehive.com/job/113826/addiction-treatment-worker>

By end of day **February 5, 2022**.