



GOOD SHEPHERD MINISTRIES

GOOD SHEPHERD CENTRE
412 Queen Street East
Toronto, Ontario M5A 1T3
Fax: (416) 869-0510
Tel: (416) 869-3619
www.goodshepherd.ca

Job Title: Part Time Program Attendant
Department: DARE
Reports to: Coordinator/Manager. DARE Program

Role Summary:

Reporting to the Coordinator/Manager, DARE Program, the Part Time Program Attendant enhances the dignity and quality of life of our clients through his/her assumed responsibility for encouraging and supporting a safe milieu for pre and post treatment addiction clients of Good Shepherd Ministries.

Responsibilities for this position includes the following:

- To provide service in a dignified and respectful manner that reflects the charism of Good Shepherd Ministries and which integrates non-discrimination/anti-racism frameworks; To observe all health and safety rules and regulations and to work in a manner that minimizes risk to yourself, clients, staff and others as well as to the property of Good Shepherd Ministries; To conduct random urine screens and breathalyzer tests when required; To conduct groups in relapse prevention or other psycho-educational materials as directed; To assist the clients in crisis management, anger management, stress management and to accept responsibility for their own recovery and the safe and supportive environment in which they live; To maintain appropriate case documentation and communication with DARE team members; To support and encourage clients in their participation in 12 Step groups and other activities included in their service plans; To perform any other administrative or role related task that may, from time to time, be assigned.

Skill, Nature and Scope:

- Demonstrated commitment to the Mission, Vision and Values of Good Shepherd Ministries; Knowledge and skills specific acquired through a college program or a minimum of two years addiction related counselling experience; A thorough knowledge of the addiction continuum of care and the accepted best practices within that continuum; Understanding about issues faced by homeless men; Excellent written and verbal communication skills; Demonstrated skill in crisis intervention and de-escalation; Excellent interpersonal skills with an ability to establish rapport quickly with a diverse group of individuals; Ability to balance between team work and independence and Role modeling appropriate behaviour are essential.

Hours of work: 16 hours/week, Saturdays and Sundays.

Wages and benefits: \$18.16 per hour start rate and \$18.81 after successful completion of probation.