



Giving Hope Today

Employment Opportunity - Posting The Salvation Army – Victoria ARC

Job Title:	Community Corrections Support Worker, CRF	Competition #:	
Ministry Unit/Dept:	The Salvation Army New Hope Centre Nanaimo	Status:	Permanent, full time - 37.5 hrs Casual / On call - Variable
Salary Range:	\$22.76 - \$23.26 per hour	Date Posted:	October 17, 2022
Address:	19 Nicol St, Nanaimo BC	Posting Expires:	Open until filled.

Applications Accepted By:

Interested applicants must respond in writing with subject line **Community Correctios Support Worker** to:

resumes@victoriaarc.org

by fax at: 250-384-8412 or in person

The Salvation Army Community-Based Residential Facility (CRF) is a federal half-way house and its clientele work on a system of gradual, supervised release while they reside at the facility. The CRF's priority is to assist and empower parolees - while managing their risk - to integrate them into the community and assist them in becoming self-sufficient and independent.

MISSION AND VALUES:

The Salvation Army is an international Christian church. Its message is based on the Bible; its ministry is motivated by love for God and the needs of humanity.

Mission Statement

The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.

Core Values

The Salvation Army Canada and Bermuda has four core values:

Hope: We give hope through the power of the gospel of Jesus Christ.

Service: We reach out to support others without discrimination.

Dignity: We respect and value each other, recognizing everyone's worth.

Stewardship: We responsibly manage the resources entrusted to us.

JOB DESCRIPTION:

The Community Corrections Support Worker will act as a member of the CRF team, exchanging information to the case management team, assisting residents with their needs, and ensuring that the facility's rounds, curfews, and check-ins are completed according to CRF policy.

BASIC FUNCTIONS/RESPONSIBILITIES:

- Must develop an intimate working knowledge of Correctional Service of Canada (CSC) Statement of Work, CRF Policy and Procedure manual, and in-house CRF rules, with all actions based on strict adherence to policy.
- Maintaining the confidentiality of all CRF and NHC clientele.
- Receives all clients and residents in a professional manner.
- Monitors access to and security of the CRF/NHC.
- Maintains a calm and secure atmosphere in the residence through a quiet, unobtrusive presence.
- Conducts regular rounds of the CRF/NHC as described in the CRF guidelines and policies and Procedures.
- Conducts CRF bed checks as per CRF guidelines and Policies and Procedures.
- Conducts and monitors the sign in and out sheets belonging to each CRF resident.

- Records pertinent information in the CRF duty log and Case Administration Management System (CAMS).
- Communicates with Victoria Parole, National Monitoring Centre (NMC), and Victoria Police as necessary and document situations and incidents.
- Enforces CRF in-house rules and parole conditions, according to the Policy and Procedures manual and the Statement of Work.
- Properly files all CRF/CSC documents in accordance with Policy & Procedures.
- Maintaining an accurate medication access log. The medication access log must include the clients name, date and time which he/she accessed their medication, client and staff initials.
- Records observed maintenance needs in accordance with the ARC procedures.
- Ensures that the Intake office is clean and organized to NHC standards.
- Attends all CRF staff meetings, seminars, and training as directed.
- Provide transportation at the direction of the CRF Director/Designate.
- Performs light janitorial duties when required (i.e. room pack outs/cleaning)
- May be assigned other related duties according to the CRF's needs.
- Must be prepared to participate in upgrading/training at the discretion of CRF Management.

QUALIFICATIONS/EXPERIENCE:

Education

- Must possess a high school diploma or its equivalent/post-secondary courses in criminology, sociology or related field are preferred.

Experience

- Must have a minimum of six months related experience.

Required Skills/Knowledge:

- Ability to establish and maintain rapport with clients
- Ability to work under pressure and in crisis situations
- Ability to work with a diverse clientele possessing a range of needs and barriers
- Ability to discern baseline behaviors and any deviations concerning substance use or mental health
- Must possess adequate typing skills and be computer literate.
- Must have strong and effective verbal and written communication skills.
- Must be confident in ability to utilize de-escalation techniques and non-violent crisis intervention skills.
- Must be punctual, organized and able to adjust to operational demands.
- Must be presentable in appearance in accordance with ARC standards.
- Must possess or willing to obtain within thirty (30) days and/or maintain an active valid First Aid/C.P.R. certificate.
- Must provide verification of a TB skin test or obtain one within thirty (30) days from date of hire.
- Must possess a Class 5 driver's license and able to obtain a driver's abstract.
- Must have the ability to understand and be sensitive to cultural differences.
- Must obtain an enhanced reliability screening from Correctional Services of Canada

Hours: Full time – 37.5 hours. Casual / on call - flexible.

The Salvation Army will accommodate candidates as required under applicable human rights legislation. If you require a disability-related accommodation during this process, please inform us of your requirements.

We thank all applicants, however, only those candidates to be interviewed will be contacted.

Internal Applicants, please advise your managing supervisor of your intentions prior to submitting your application.



The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world. Each position contributes to the mission of The Salvation Army.