



Changing Lives • Growing Community

E4C, one of Edmonton's oldest and most respected social service agencies, is seeking a Full-Time Case Worker eager to join our team. This is an excellent opportunity for a gifted professional to make a significant difference to people-helping and supporting individuals and the community in undergoing positive change and increasing capacity.

### **Elizabeth House - Case Worker (Full-Time)**

Elizabeth House provides accommodation and short-term assistance to homeless women in their integration back into the community.

The Case Worker is a front-line staff member of the Elizabeth House team responsible for the delivery of service to program residents. This position reports to the Program Manager and provides key support to residents, carrying out job duties through a team service delivery approach with the Care Work team.

The Case Worker supports and guides client care and cases through their work with residents and the team. This position may be called upon to act as the 'supervisor on site'.

### **Duties and Responsibilities:**

#### **Service Delivery / Case Management**

- Provide direct care to residential clients through crisis intervention, counseling and support; modeling and instructing appropriate living and life skills; advocacy and referral to community resources; and planning recreational and/or group activities.
- Assess and monitor client cases through intake assessment, service planning, review and case conferencing; maintaining and reviewing client case documentation, communication with program staff and relevant parties.
- Maintain a safe and healthy living environment through supervision of chores; mediating disputes and encouraging cooperation; and educating residents on health, safety and personal security.

#### **Support and Referral**

- Respond to requests for service through screening, assessment and communication of information and referral sources; and offering support to former residents and other clients in the community.

#### **You Possess:**

- Strong interpersonal, communication and teamwork skills, empathetic, creative, enthusiastic and the ability to work with initiative and independence.
- Two year post-secondary diploma or degree in a human service field OR two years of related work experience.
- Current Security Clearance, Standard First Aid, Suicide Intervention and Medication Administration certification.
- Valid Driver's License with proof of at least \$1 million dollar PLPD insurance and operation of a personal vehicle required.
- Aptitude and skill in computer use.
- Good working knowledge of community resources and knowledge of inner city, homelessness, poverty, mental health, addiction, prostitution, abuse and multicultural issues.

This position is full-time and involves shift work. Starting salary of \$1237 to \$1338 biweekly, plus supplementary benefits, depending on qualifications and experience.

Please send your resumes to Sundari Devam at [sdevam@e4calberta.org](mailto:sdevam@e4calberta.org) or fax to 425-5911. No phone calls please.

Unless otherwise indicated, applicants will be considered for other positions within E4C.