



JOB POSTING – HOUSE LEAD – Full Time & Part Time Permanent Positions

How to Apply:

IMPORTANT: When applying please quote position applied for and job posting number (e.g., #2021-HL15) in both the subject line and body of the email.

Please submit a detailed Cover Letter on how you meet the requirements of this position, along with a current Resume to our HR Department

Location: Elie, MB

Posted: July 7, 2021

Program: Purpose Build

Closing Date: Open Until Filled

Wage: \$17.18 to \$18.75 Hourly *(Based on qualifications) PLUS an additional \$2.50/hr Premium*

Positions Available:

- **#2021-HL10 Full Time (Monday – Friday: 7:00AM – 3:00PM)**
- **#2021-HL11 Full Time (Wednesday – Sunday: 3:00PM – 11:00PM)**
- **#2021-HL12 Full Time (Sunday to Thursday: 11:00PM – 7:00AM)**
- **#2021-HL13 Part Time (Friday & Saturday: 11:00PM – 7:00AM)**
- **#2021-HL14 Part Time (Saturday & Sunday: 7:00AM – 3:00PM // Monday & Tuesday: 3:00PM – 11:00PM)**

OVERALL RESPONSIBILITY

The House Lead is responsible for maintaining a safe home environment while providing ongoing direct support of the participants of the Residential Program; ensuring all program requirements are consistently being met. This includes participating in the ongoing planning, monitoring and communication of activities of the program participants that are in relation to each participant's program planning documents. The House Lead is expected to follow the Personnel Policies, including Workplace Health and Safety Policies, the Operational Practices and the goals of Life's Journey Inc. in completing their duties. The House Lead provides training, mentorship, support and resources for Residential Support Mentors.

This position works collaboratively with other members of the Residential Care Team including: Residential Support Mentors, other House Leads, Clinical Case Managers, Residential Case Workers, Residential Assistant Coordinators, the Residential Coordinator

and Program Manager. In addition to the Residential Care Team, the House Lead is also responsible to ensure positive interactions with collaterals associated with the participants being supported.

This role requires an individual that is able to support the program and team with:

- High work standards: work ethic, task completion, consistency, follow up, accuracy/attention to detail, time management.
- Personal management skills: accountability, self-management, stress tolerance, adaptability/flexibility, creativity, initiative, working in teams or independently, problem solving.
- Personal development skills: ability, openness, willingness to learn, receives feedback and seeks collaborative opportunities.
- Professional Skills: interpersonal and communication skills, influencing, collaboration and the ability to establish effective relationships/trust with others, within professional boundaries.
- Mentoring Skills: coaching, patience, influencing and modeling professional behaviour.

REPORTING RELATIONSHIP: RESIDENTIAL COORDINATOR

QUALIFICATIONS AND EXPERIENCE

- Experience working with individuals with suicidal ideations, dual mental health diagnosis and self harming behaviors.
- Optimally, three years' experience in a related role and supporting individuals with disabilities, demonstrating empathy an developing practical, supportive and effective working relationships.
- Previous, residential experience and understanding of Manitoba Licensing Legislation, Regulations and Standards, as well as, planning, organizational and administrative skills.
- Satisfactory Child and Adult Abuse Registry check, satisfactory Criminal Record Check (vulnerable sector search) and a satisfactory Driver's Abstract and License.
- Certification of First Aid Level 1 – Emergency.
- The ability to attend work regularly as scheduled or requested.
- Demonstrated language, writing, comprehension skills.
- Demonstrate cultural knowledge competence and participate in agency training for development.
- A safe and reliable vehicle and proof of appropriate insurance on vehicle.

CORE COMPETENCIES FOR ALL EMPLOYEES

Respect, Collaboration, Integrity, Effective Communication, Patience and Perseverance, Reasoning and Decision Making

**Life's Journey strives towards a workforce
that has fair representation of the community that we serve.**