**Shelter Support Staff**

Over the last 68 years, SVdP has grown from a volunteer-led non-profit to the largest human services agency in Lane County with more than 600 employees. Our mission is to assist the poor and those in need of consolation, seeking out and utilizing every resource. Being mindful of the sanctity and dignity of all, any charitable work that advances those goals is within the mission of SVdP Lane County.

Dawn to Dawn and Safe Sleep Sites are programs operated by St. Vincent de Paul Society of Lane County that provides unhoused individuals and couples over the age of 18 with a place to safely sleep and keep their belongings at night.

The shelter support staff provide supervision to the individuals at the shelter locations.

**Education and/or Experience:**

* High School Diploma and experience and/or education in social service
* Experience working with individuals in crisis or “at-risk” due to stressful life circumstances preferred

**Responsibilities and Duties:**

* Monitor tents and surrounding areas for safety
* Effectively communicate and enforce program rules
* Tidy and prepare spaces for the next day, and dispose of abandoned items
* Ability to lift large items up to 50 pounds and perform light maintenance/cleaning as needed
* Ability to maneuver/fill propane tanks using proper equipment. Propane tanks weighing up to 100 pounds.
* Document daily shift reports
* This list is not all-inclusive, and other duties may be assigned

**Additional Requirements:**

* Capacity to stay flexible under stress and maintain composure while multitasking in a fast-paced environment
* Ability to stay calm in the face of crisis and knowledge of de-escalation techniques.
* Teachable, open to learning
* Self-motivated with willingness to work independently
* Warm, welcoming presence combined with good professional boundaries
* Nonjudgmental approach to a wide range of individuals and lifestyles

**Job Type:** Hourly. Full time.

**Wage:** $16.00 per hour.

**Benefits:**

* Health and Dental insurance
* Employee Assistance Program
* Employee discount
* Vacation and holiday pay
* Flex time
* 401(k)