



1695 Columbia Ave.
Castlegar, BC, V1N 1J1
Ph: 250-365-2104 | Fax: 250-365-2154
Email: info@castlegarcommunityservices.ca

JOB POSTING

Safe Home Worker – Casual

Castlegar Community Services Society (CCSS) is seeking compassionate, dependable, and community-minded individuals to join our team as a **Casual Safe Home Workers** within our Safe Home Program.

The Safe Home Program provides short-term emergency shelter and support to women and their dependent children who are experiencing relationship violence. Working from a trauma-informed, client-centred approach, the Worker responds to crisis situations, coordinates confidential emergency accommodations, and provides emotional support, advocacy, safety planning, and practical assistance to help women and children move toward safety and stability.

There may be two positions hired. The positions are well suited to someone who has flexible daily and weekly commitments, remains calm under pressure, enjoys working independently, and is passionate about supporting women and children during times of crisis.

Position Details

1. **Hours:** Casual (no guaranteed hours)
2. **Benchmark:** Transition House Worker
3. **Standard Wage Grid:** Grid 10 (\$25.95 - \$29.76 per hour)*
4. **Last Updated:** July 2026
5. **Start Date:** As soon as possible

**The new collective agreement has been ratified. Any wage increases resulting from the new agreement will be paid retroactively once funding has been received.*

Please Note: This is a casual position that supports the delivery of a 24/7 crisis response service. Work opportunities may be scheduled in advance or arise on short notice and will



1695 Columbia Ave.
Castlegar, BC, V1N 1J1
Ph: 250-365-2104 | Fax: 250-365-2154
Email: info@castlegarcommunityservices.ca

include evenings, weekends, holidays, and overnight phone response responsibilities. An agency cell phone is provided during scheduled phone response periods.

Key Responsibilities

- Coordinate confidential emergency safe home placements for women and their dependent children experiencing relationship violence.
- Provide crisis intervention, brief non-clinical emotional support, advocacy, safety planning, and referrals to community resources.
- Conduct client intakes, assess immediate needs, orient clients to the Safe Home Program, and complete all required documentation.
- Coordinate transportation to emergency accommodations and essential appointments within and outside the community when required.
- Ensure Safe Home locations remain safe, confidential, welcoming, and appropriately supplied.
- Provide practical assistance and ensure clients have access to basic necessities throughout their stay.
- Collaborate with community partners, including RCMP, Victim Services, MCFD, transition houses, and other service providers to coordinate effective support.
- Maintain accurate client records, statistics, and reports in accordance with Ministry contracts, agency policies, and privacy legislation.
- Assist in maintaining program policies, procedures, and community response protocols.
- Perform other related duties as required.

Qualifications

- Diploma in a related human or social services field.
- Minimum one (1) year of recent related experience.



1695 Columbia Ave.
Castlegar, BC, V1N 1J1
Ph: 250-365-2104 | Fax: 250-365-2154
Email: info@castlegarcommunityservices.ca

- An equivalent combination of education, training, and experience may be considered.

Skills & Abilities

The successful candidate will demonstrate:

- Strong crisis intervention and de-escalation skills.
- Experience providing supportive counselling, advocacy, and safety planning for women experiencing relationship violence.
- Sound judgment and the ability to remain calm in crisis situations.
- Excellent interpersonal, verbal, written, and computer skills.
- Strong organizational and documentation skills.
- Ability to work independently while collaborating effectively with community partners.
- Commitment to trauma-informed, client-centred, culturally safe, and inclusive practice.

Additional Requirements

- Valid Class 5 Driver's Licence.
 - Access to a reliable vehicle with valid insurance and a satisfactory driver's abstract.
 - Successful completion of a Criminal Record Check.
 - Ability to work flexible hours, including evenings, weekends, holidays, overnight on-call shifts, and responding to urgent situations.
 - Ability to maintain confidentiality, professional boundaries, and ethical practice.
 - Union membership is required.
-



1695 Columbia Ave.
Castlegar, BC, V1N 1J1
Ph: 250-365-2104 | Fax: 250-365-2154
Email: info@castlegarcommunityservices.ca

Working at CCSS

At **Castlegar Community Services Society (CCSS)**, we believe in building stronger individuals, families, and communities through compassionate, respectful, and client-centred services.

We are committed to fostering a collaborative, inclusive, and supportive workplace where staff are empowered to grow professionally, contribute meaningfully, and make a lasting difference in the lives of those we serve. We value integrity, accountability, continuous learning, and the unique perspectives each team member brings to our organization.

CCSS is an equal opportunity employer and encourages applications from individuals of all backgrounds, identities, cultures, abilities, and lived experiences.

CCSS is an Environmentally Sensitive Workplace.

To help maintain a healthy environment for staff, volunteers, and clients, we ask that employees refrain from wearing fragrances or using scented products while at work. We also ask that common allergens, such as nuts, not be brought into shared workspaces.

Application Process

Please submit your **cover letter and resume** to:

info@castlegarcommunityservices.ca

Please include "**Safe Home Worker Casual Application**" in the subject line.

Applications will be accepted on an ongoing basis until the position is filled.