



**Providence Living**

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POSTING**

**INTERNAL AND EXTERNAL POSTING**

**POSTING:** HEU Posting 010H24  
**STATUS:** Regular Part Time  
**CLASSIFICATION:** (15502) Emerge Case Worker  
**WORK AREA:** Central City Lodge – Emerge Program (PCN #168, Line 4)  
**EFFECTIVE DATE:** February 21<sup>st</sup>, 2024  
**HOURS:** 45 Hours Bi-weekly (0.60 FTE)  
15:00 – 23:00  
Evenings;  
Days off; Friday, Saturday, Sunday  
**SALARY:** \$33.28 Hourly

**JOB SUMMARY:**

Under the direction of the Program Manager, the Caseworker provides assistance to clients in the program to access treatment or counseling services or reentry into the community.

**DUTIES AND RESPONSIBILITIES:**

1. Interviews referred clients with alcohol and drug problems to identify their needs.
2. Identifies problems of clients by contacting the referring agencies:- alcohol and drug outpatient counseling services, detox services, to determine clients' needs and develop a plan of assistance for the clients.
3. Reviews on a daily basis clients' participation and suggests necessary changes to his plan as required.
4. Provides assistance to clients on an individual, family and group basis.
5. Facilitates contact with appropriate ongoing community services such as outpatient counseling, treatment center, for clients prior to discharge from the program.
6. Attends a variety of meetings and committees such as quality assurance program, staff in-service, continuing education programs, approved work related conferences and seminars as required by administration.
7. Performs other related duties as required.

**QUALIFICATIONS:**

**Education, Training and Experience:**

Graduation from a recognized degree program in Social Science plus one year's recent, related experience or an equivalent combination of education, training and experience.

**Skills and Abilities:**

- Ability to communicate effectively both verbally and in writing.
- Ability to deal with others effectively
- Physical ability to carry out the duties of the position.
- Ability to operate related equipment
- Ability to organize work.

**This posting will remain open until successfully filled. All Internal applications received by 08:30 on February 6<sup>th</sup>, 2024 will be given first consideration.** Please apply in writing to the Department of Human Resource Services using Application for Internal or External Vacancy Form.

***To be eligible for consideration staff must be vaccinated in accordance with the requirements of the Provincial Health Officer's Order. Proof of vaccination required.***

Applications and resumes must be submitted by email to [hr@providenceliving.ca](mailto:hr@providenceliving.ca).

Thank you.  
Human Resources Team

DATE: January 30<sup>th</sup>, 2024  
Posting #: 010H24

**Human Resources  
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