

SANTA BARBARA RESCUE MISSION

Position Title: Safety Attendant
Report To: Director of Homeless Guest Services
Department: Homeless Guest Services
Status: Part-Time, Non-Exempt, Temporary (December 2018 – April 2019)

Description

The Santa Barbara Rescue Mission is seeking a temporary, part-time Overnight Safety Attendant to join our Homeless Guest Services team. The ideal candidate will have a strong character, compassionate heart, and a solid work ethic. The Overnight Safety Attendant will be committed to the safety of our recovery program clients and homeless guests and provide a safe and sanitary environment. Currently, this position is anticipated to be a temporary position with the possibility of it becoming a permanent position after completion of our building remodel.

Position Requirements

- Available to work various shifts between 8pm – 12pm and 12am – 6am, 26 hours a week
Days of shift may vary according to the responsibilities of that day
- Ability to work well on one's own without supervision
- Attention to detail with good follow through
- Previous experience in security or custodial work preferred
- Ability to respond to situations with appropriate assertiveness and respect
- Basic computer knowledge (i.e. create a document, attach a document, email, internet)
- High school education with reading and writing skills
- First Aid certified within 90 days of employment
- Ability to lift 40lbs and manage stairs safely
- High regard and compassion for homeless
- Commitment to protecting the privacy and confidentiality those who receive services at SBRM
- Accept SBRM's Christian Statement of Faith and support the organization's mission (See page #3)

Principal Activities

- Routine walk-through of the Recovery Program and HGS facilities, including outside area, looking for any safety concerns or security issues
- Perform general custodial services as directed, including completing laundry of towels or sheets from the day before for guests
- Follow program guidelines and respond to clients and guests if there is a problem (i.e. calling 911 for a medical issue or restricting a guest from the property because of non-compliance)
- Check-in guests who arrive after 8pm
- Answer phones and make arrangements for agencies requesting a 911 bed for the night
- Assist with Homeless Guest Services breakfast set up

- Communicate with program staff regarding any safety, security or compliance issues related to the building or guests
- Lead and instruct others on emergency evacuation procedures in the event of an emergency
- Special projects or assignments as needed and assigned by the Director of Men's Recovery Program and Director of Homeless Guest Services

Effect on the End Result

This position assures that a safe, healthy, therapeutic environment is maintained and that shelter guests receive services in accordance with the goals and vision of the Board of Directors as interpreted by the President.

To Apply: Please submit a cover letter and resume to hr@sbrm.org.