

## **SANTA BARBARA RESCUE MISSION**

**Position Title:** Homeless Guest Services Overnight Safety Attendant  
**Report To:** Director of Homeless Guest Services  
**Department:** Homeless Guest Services  
**Status:** Part-Time, Non-Exempt, Hourly

### **Description**

The Santa Barbara Rescue Mission is seeking a part-time Overnight Safety Attendant to join our Homeless Guest Service 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 homeless guests and provide a safe and sanitary environment.

### **Position Requirements**

- Available to work between 8pm – 5:30a.m. 24 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
- CPR & 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

### **Principal Activities**

- Routine walk-through of the HGS facility, 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 HGS guidelines and respond to 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 HGS 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 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](mailto:hr@sbrm.org).**