



## Employment Opportunity

**Position Title:** Health And Wellness Skills Building Assistant  
**Type of Position:** June 25, 2018-August 20, 2018 – 30 hours/week  
**Hours of work:** flexible, may include evenings and weekends  
**Date Posted:** May 25, 2018  
**Immediate Supervisor:** Residential Manager  
**Wage:** \$14.00/ hour

*Interested and qualified applicants should submit a covering letter and a resume by 4:30 pm Thursday June 7, 2018.*

**Please submit your applications to:**  
**Nova Vita Domestic Violence Prevention Services**  
**Attention: Katie Maas**  
**59 North Park Street**  
**Brantford, ON N3R 4J8**  
**Fax: 519-752-0811**  
**Email: [kmaas@novavita.org](mailto:kmaas@novavita.org)**

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Nova Vita's Mission is to provide holistic client-centered residential and counselling services to abused and homeless women and their children and counselling services to the perpetrators of domestic violence in Brantford and Brant County.

## Job Description

### Position Objective

To assist the shelter team with creating and implementing strategies that support the improvement of the quality of life for residents during their stay in the shelter (for example healthy lifestyles, nutrition, self-care, mindfulness, skill building.)

## **Qualifications/Job Requirements**

- As this is a federally funded position, the successful applicant must have been a full-time student during the previous academic year, and intend to return to school full-time for the next academic year
- Must have completed at least one year of post-secondary education
- Safe food handlers certificate required
- Available to work a flexible schedule including evenings and weekends
- Experience in a residential setting preferred
- Ability to multi task
- Some knowledge about domestic violence and homelessness and their impact on women
- Demonstrated experience working with diverse populations from an intersectional, inclusive, and anti-oppressive lens is essential;
- Excellent interpersonal, written and verbal skills;
- Demonstrated ability to take initiative and to work as part of a team;
- Computer literacy essential
- Crisis Prevention/Intervention training is an asset;
- Ability to lift and carry up to 30lbs

## **Responsibilities**

- Working with the shelter manger and cook/cleaner to develop programming and supports for resident women and children about health and wellness
- Provide individual and group support and counselling about healthy living to resident women
- Promote and implement healthy living, nutrition and fitness activities and information sessions
- Co-ordinate speakers for proper nutrition and healthy lifestyle groups
- Assist with meal planning, grocery shopping and cooking meals with resident participation
- Support shelter staff with skill building programming and implementation
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## **Accountabilities**

- Ensure safety of residents
- Arrive on time for scheduled shifts and meetings;
- Adhere to agency policies and procedures at all times;
- Adhere to client confidentiality;
- Familiarity with Child and Family Services Act
- Work cooperatively with all staff, volunteers and members of the community at large to serve the best interests of the agency;
- Maintain a professional image with clients and the community;
- Some documenting and Keeping client files up to date;
- Accountable to the Manager of Residential Services for maintaining regular supervision

**Application**

If you require accessibility accommodations during the recruitment process, please notify us to arrange reasonable and appropriate accommodation.

Nova Vita is an equal opportunity employer and strives to be reflective and inclusive of the communities we serve. We encourage individuals who identify as Indigenous, racialized, immigrant, LGBTQ+, or disabled to apply.

We appreciate your interest in this employment opportunity, however only those selected for an interview will be contacted.