

Off-Season Host

Astoria Warming Center

Description:

The Astoria Warming Center is a low-barrier, seasonal shelter and off-season resource center for unsheltered people in Clatsop County. The Center is seeking a team member to provide various services and resources to guests until the regular season begins November 15th.

The position requires a flexible person who is patient, hard-working, and can work well with a team. In a single shift, the position could involve cleaning a shower, helping a guest find a safe place to sleep, organizing a pantry, and calling a medical professional. It is truly varied, so a problem-solving attitude is imperative. This is a part-time position and could involve 3-10 hrs/week depending on the needs of the Center. This position reports to the Community Resource Coordinator and the Executive Director.

Duties/Responsibilities:

Facilities Management

- Provides showers, laundry, donations access, and other designated off-season services for guests.
- Enforces all safety guidelines. Makes decisions regarding guests' activities to ensure the safety of the Center.
- Ensures cleanliness of the shelter, including bathrooms, showers, and laundry space. Supervises and assists in clean up and closure of the shelter space.

People Skills

- Provides intake, crisis intervention, and de-escalation/problem solving for guests.
- Provides supervision of volunteer hosts on shift.
- Acts as point of contact with police or EMS during emergency situations.
- Notifies Executive Director or designee of supply needs and other observations, suggestions, or concerns.

Additional duties, as needed

- Maintains required statistics and logs.
- Assists in providing bus tickets and resource information and referral.

Qualifications

- As a prerequisite, a successful candidate must believe in the mission of the Astoria Warming Center and the dignity of unsheltered persons.
- Good communication with volunteers and guests - patience is a must!
- Ability to create and maintain professional boundaries with volunteers and guests.
- A problem-solving attitude

Pay

This is a part-time position at \$15/hour. This "off-season," it has Hazard Pay of \$2/hr. This will be reassessed for future "off-seasons" based on public health concerns. This position can be combined with other part-time positions at the Astoria Warming Center.

Interested candidates should send an application by **April 15th, 2021** to: astoriawarmingcenter@gmail.com.

Position is open until filled.

The Astoria Warming Center is an Equal Opportunity employer. Personnel are chosen on the basis of ability without regard to race, color, religion, sex, national origin, disability, marital status or sexual orientation, in accordance with federal and state law.