

## Who are we

Knowles Centre is a community-based, non-profit social service agency for children, adolescents and young adults facing difficult times in their lives. It began as a home for boys in 1907 and today provides a range of therapeutic and skills-based programs to young people from Manitoba and other communities throughout Canada.

Knowles Centre is made up of a team of 130 full-time, part-time and casual employees. Each day we strive to help young people and their families address past struggles, develop healthier relationships and ways of life, and reach their full potential in the future.

We do this by providing the following programs:

- Healing Homes
- Treatment Foster Care
- SAIL Program
- Day Treatment
- Sexual Abuse Treatment
- Moving Forward Counselling

In addition, we offer or arrange support services that complement our core programs, including:

- *Biimautaziwin* Aboriginal Cultural Program
- Recreation Program
- Camp & Outdoor Education Program
- Access to psychiatric consultation
- Program partnerships with River East Transcona School Division

Knowles Centre is a registered, non-profit, charitable organization governed by an elected Board of Directors.

## We are hiring! Support Workers (full-time, permanent) Supported Advancement to Independent Living (S.A.I.L.)

S.A.I.L. is inviting applications for one on one **SUPPORT WORKERS**

**Position:** - Permanent Full – time Support Workers must be available to work daily between 8 am – 9:30 pm (Mon - Fri); shifts are arranged around clients' schedules.

**Summary:** Support staff are responsible for assisting youth with the development of skills needed for independent living. Support staff supervises, empowers and supports youth in making positive decisions around daily living with particular emphasis on self-care and safety.

### **Duties include (but are not limited to):**

- Assesses, assists, teaches and develops client skills in safety planning, education and employment, household management (paying bills, cleaning etc.), budgeting, problem solving, time management, self-care, setting and achieving goals, exploring and utilizing community resources, accessing and utilizing public transportation, recreation and housing
- Liaises with other systems (school, Child and Family Services, Justice etc.)
- Assisting in apartment searches, landlord issues, furniture shopping, utility hook-ups etc.
- Educating youth on safety issues related to the community and daily living
- Assisting with the management of medical, dental, optical appointments
- Participating in monthly programming
- Providing accurate documentation in a timely manner
- Supporting family and cultural/spiritual connections

**The successful candidate will have:**

- The ability to develop positive and trusting relationships with clients
- Experience working with youth with behavioural and emotional problems
- A good knowledge of community resources
- The ability to work independently with excellent problem-solving skills
- Excellent communication skills – written, verbal and oral
- Minimum grade 12 diploma (CYC diploma/certificate or relatable degree preferred)
- The ability to motivate self and others
- Excellent interpersonal skills
- Experience/knowledge of Indigenous Cultures
- First Aid and CPR certification, Non-Violent Crisis Intervention
- A valid driver's license, safe driving record and a reliable vehicle
- A working cell phone

As a condition of employment, proof of COVID-19 vaccination is required.

Knowles Centre is committed to providing a safe environment for children and youth. All applicants will be thoroughly screened using background checks and a review process.

**Why work at Knowles Centre?**

There are great opportunities open to those who know making a BIG difference starts with the little things.

- Competitive salary
- 3 weeks' vacation to start
- Paid sick time
- Free parking
- Defined benefits pension plan
- Extended health plan and long-term disability
- Optional additional life insurance
- Support for life-long learning and professional development

**Posting date:** Thursday, June 9, 2022  
**Deadline for applications:** Until position(s) are filled  
**Salary Range:** As per collective agreement  
**Tentative start date:** As soon as possible

Indigenous candidates are strongly encouraged to apply.

All applicants are required to submit their résumé and cover letter, as well as complete an [employment application](#) (available on our website) to:

SAIL Program Director  
Knowles Centre Inc.  
2065 Henderson Highway  
Winnipeg, Manitoba  
R2G 1P7

Or email: [sail@knowlescentre.org](mailto:sail@knowlescentre.org)

This e-mail address is being protected from spam bots, you need JavaScript enabled to view it  
No phone inquiries please

We thank all who apply; however only those applicants selected for an interview will be contacted.

Knowles Centre acknowledges that we are gathered on Treaty 1 territory, the traditional territory of Anishinaabe, Cree, Oji-Cree, Dakota, and Dene People, and the homeland of the Métis Nation. With the spirit of reconciliation and decolonization, we seek to understand our place in history, and build alliances with Indigenous communities through education and collaboration.