



**WISH**  
Drop-In Centre Society

## **Job Posting**

### **SUMMER STUDENT DROP-IN PROGRAM ASSISTANT (CONTRACT)**

#### **ABOUT WISH**

For more than thirty years WISH has provided a safe place of respite for women involved in street-based sex work. The women who access WISH's services and programs are some of the most marginalized in Metro Vancouver; experiencing extreme poverty, homelessness, social exclusion, violence, racism, discrimination and the relentless effects of current and past trauma.

The mission of WISH is to improve the health, safety and well-being of women who are involved in Vancouver's street-based sex trade. Through a variety of responsive programs and services, women can meet basic needs (hot meals, showers, clothing, nursing care, and personal items), receive individualized wrap-around support and services, referrals and resource information, and find a non-judgmental community to participate in programs that engage their spirits, hearts and minds.

The Drop-in Centre is a women-only space.

#### **JOB SUMMARY**

WISH Drop-in is open from 6pm to 12pm 7 days/week, 365 days per year. Program Assistants work early morning, evening or overnight shifts.

This position is for 30 hours per week and the applicant must be available for morning, overnight, and weekend shifts.

WISH strongly encourages mature individuals with lived experiences, who identify as Indigenous or as a visible minority, and who can strongly empathize with vulnerable women to apply. Experience in sex work and the sex industry is an asset.

**This position is funded by the Canada Summer Jobs program, therefore only current students between the ages of 19-30 may apply. See qualifications section for more information.**

#### **JOB DUTIES**

- Maintaining the Code of Conduct and representing the guiding principles of WISH.
- Working as a team player with shift mates to make collective decisions, for the benefit and safety of participants, coworkers, and volunteers in the space.
- Ensuring equal access to Drop-in services and resources to all participants in a non-judgmental, non-preferential way.
- Assisting with meal preparation, serving, and kitchen clean-up.

- Performing necessary domestic duties (i.e. dishes, laundry, cleaning, sweeping, and mopping etc) to the extent that it is required at open, close, and throughout all shifts.
- Opening and closing the Drop-in Centre as required.
- Working one-on-one with participants to determine their needs in the community and provide referrals to target services and programs.
- Working closely with community partners that provide auxiliary services in the Drop-in Centre (i.e. nurses, outreach workers, housing workers etc).
- Assisting in the training and mentoring of new staff, volunteers, and centre participants.
- Receiving items donated to the centre and interacting positively with community members making donations.
- Performing basic first aid duties as required and responding to critical incidents in a calm, clearheaded way.
- Providing appropriate advocacy and support to the women of WISH.
- Maintaining positive and constructive working relationships with coworkers through teamwork, collaboration, and debriefing.
- Actively participating in monthly staff meetings and communicating with Drop-in leadership in a constructive way.
- Other duties as required.

### **QUALIFICATIONS**

- Must be a current full time student between the ages of 19 and 30, who will be returning to full time studies in the fall term.
- Student must be of a post-secondary, vocational, or technical program.
- Student must be a Canadian citizen, permanent resident or a person under refugee status. Foreign students are not eligible.
- Maintain a commitment to providing a healthy and safe space for self-identified women (trans\* inclusive) in the street based sex industry.
- Possess an understanding of the needs and challenges of women involved in street level sex work.
- Experience working in the Downtown Eastside of Vancouver or similar community.
- Experience working with Aboriginal peoples and knowledge of the legacy of colonization and the Residential School system.
- Possess a demonstrated ability to support vulnerable women compassionately and non-judgmentally while maintaining strong personal boundaries.
- Completion of a certificate or diploma in social service work, mental health, or counseling is an asset.
- Familiarity with resources useful for women working in survival sex work is an asset.
- Maintain healthy workplace boundaries and a self-care regime in order to be ready to work.
- Possess strong collaboration and active communication skills.
- Hard-worker, self-starter and able to work as part of a team.
- Current Emergency First Aid Level 1 and Non-Violent Crisis Intervention certifications are assets.

### **COMPENSATION & WORK ENVIRONMENT**

- Rate of pay: \$17/hour.
- We offer a fast-paced, team-based culture in a location that is close to transit.
- WISH is a dynamic organization where opportunities for upward mobility are often presented.

### **APPLICATION DETAILS**

Please submit a resume and cover letter via email to [dicoord@wishdropincentre.org](mailto:dicoord@wishdropincentre.org) . Indicate "Application for SUMMER STUDENT - PROGRAM ASSISTANT" in the subject line. In your cover letter, please confirm your eligibility for this position under the Canada Summer Jobs program by indicating your age, field of study, institution and program name, and legal status in Canada.

All qualified individuals, in particular Aboriginal women and women from diverse backgrounds, are strongly encouraged to apply.

We thank everyone for their interest but only short-listed applicants will be contacted.