

HOUSING ASSISTANT

Work Schedule: **Weekdays 2pm – 10pm, Full time (40 hours per week)**
Salary Range: \$12/hour + shift differential of \$2/hour for weekend shifts
Benefits: Vacation (2 weeks), Sick leave (9 days), Holidays (11); Medical (80%), Dental (50%), Vision (50%), Life Insurance (100%). AFLAC available pretax. Retirement (100% match up to 3% of salary).

About us: Empower Tehama provides a broad range of services for individuals and family impacted by domestic violence or abuse. Confidential services include 24-hour hotline, crisis counseling, psycho-educational and support groups, assistance filing protective orders, court accompaniment, advocacy, counseling, therapy, and emergency shelter. Empower Tehama provides services for batterers and those at risk at becoming abusive.

If you want to work with professionals who care about their work, one another, and our community, Empower Tehama may be right for you. We value excellence, integrity, compassion, collaboration, and professional development. Empower Tehama embraces a strengths-based framework where your ideas and input are valued. **You** can make a difference in our community!

Job Description: The Housing Assistant is responsible for the overnight operation and security of Empower Tehama's Housing (primarily the shelter). This position works as part of an overall team that provides a wide range of housing services to include maintaining the cleanliness of shelter and transitional housing, documentation of services provided to clients, accompaniment and transportation for housing clients as directed, and other job-related duties as assigned.

Qualifications: Must be 18 years of age or older, ability to relate in an open-minded, compassionate and supportive way while displaying honesty, trustworthiness, and discretion with matters of a personal nature. Basic computer skills and willingness to use technology. Must hold a valid California Driver's License and current insurance. Bilingual/bicultural (Spanish) a plus.

To Apply:

Go to www.empowertehama.org to complete the application. Send the application, your resume and cover letter (email is acceptable) to hr@empowertehama.org. Empower Tehama will contact you if selected to continue in the recruitment process. Open until filled.



Empower Tehama is a California At-Will Employer
Empower Tehama is an Equal Opportunity Employer