



**THE SHARING COMMUNITY INC.**

P.O. BOX 657, YONKERS, NEW YORK 10702

FOUNDED IN 1983 BY ST. PETERS ROMAN CATHOLIC CHURCH & ST. JOHN'S EPISCOPAL CHURCH

# Please Post

THE SHARING COMMUNITY, INC. is a dynamic, minority-controlled, church-sponsored (but separately incorporated), multi-service community-based organization. Currently we operate over 19 programs that offer the widest possible continuum of care to the homeless, hungry and ill residents of southwest Yonkers - from emergency shelter and food programs to street and community outreach as well as transitional and permanent housing. We are seeking to fill the following position(s):

## Per – Diem Client Care Supervisor - Shelter

<p><b>REQUIREMENTS</b></p>	<p>Either:          (a) Bachelor's degree and 1 yr experience in human service delivery,          (b) High school diploma and some post-secondary education plus 3 yrs experience, or          (c) Satisfactory equivalent combination as determined by shelter supervisor.          Must be familiar with issues of HIV/AIDS, substance abuse, and mental health;          * Have good written and oral communication skills;          * Have some mechanical/engineering understanding;          * Be able to work effectively with a poly-diagnosed population.  <b>* Must have a valid NYS driver's license and be computer proficient Microsoft Word &amp; Excel*</b></p>
<p><b>JOB DESCRIPTION</b></p>	<p>The Client Care Supervisor(s) serves as Shift Supervisor in the Shelter program and is/are responsible for the security, repair and cleanliness of the building, its equipment and systems, and program vehicles, and assures the comfort and security of the program's participants. She/he monitors access and egress, negotiates interpersonal disputes, arranges the serving of meals, administers occupant mail and messages, arranges transportation, dispenses toiletries and clothing, and supervises all other activities of daily living. She/he intervenes in emergency situations.</p>

<p>Reports to Start date Fax Email Date of Posting</p>	<p>Shelter Supervisor A.S.A.P. (914) 969-7877 <a href="mailto:HR@thesharingcommunity.org">HR@thesharingcommunity.org</a> October 12, 2017</p>
<p><i>The Sharing Community, Inc. Is an equal opportunity employer. All qualified applicants will receive consideration without regard to race, age, religion, color, national origin, sexual orientation, non-disqualifying physical or mental disability, or other non-merit factors.</i></p> <p><b>Only those candidates determined to be best qualified will be contacted to proceed in the selection process.</b></p>	