

# Job Posting

## #25.44 Lead Paramedic Community Centre Worker

### Community Centre – 919 Pandora

*This posting is open to all qualified applicants.*

Our Place Society (OPS) is an organization founded on inclusive and progressive Christian values and principles. We are driven by our values: hope and belonging, teamwork, unconditional love and safety. We work as a team to create a nurturing atmosphere of home and family, where all are welcome. A team approach is critical to living out our mission and values and directing our work.

#### **Position Overview:**

Reporting to the Community Centre Manager, the Lead Paramedic Community Centre Worker will provide leadership and support to the Paramedic Community Centre Team while on shift. In addition, coordinate administrative duties for the Paramedic Community Centre Team such as ordering first aid/paramedic supplies, do monthly supervisions, incident reports and associated paramedic paperwork.

#### **Duties and Responsibilities:**

- Participate in regular clinical audit of the paramedic team.
- Review and update changes to scope of practice as applicable to paramedic care delivery at Our Place Society.
- Provide first response to any medical crisis (ODs) as required in the drop-in center, courtyard, perimeter, etc.
- Ensure that harm reduction, medical supplies and Naloxone kits are onsite and ordered as needed.
- Work with OHS Community Centre Committee member to ensure all first aid kits are appropriately stocked and replenished.
- Act as medical responder/First Aid attendant for all staff and volunteer first aid situations.
- In-house trainer for Naloxone for all staff at all OPS locations.
- Assists in the planning, organizing, controlling, and directing the provision of paramedic Community Centre services.
- Ensures program delivery is consistent with Our Place vision.



### Hope and Belonging

- Discusses problem situations and remedies with lead workers and other paramedic Community Centre workers and participates directly in the provision of services to resolve difficult or sensitive issues or problems.
- Is aware of critical incident report procedures and follows all health and safety policies and procedures.
- Suggests referrals to other agencies who may be better suited to serve a particular need.
- Assist in the recruitment of Paramedic Community Centre staff by offering assistance in reviewing resumes to comment on qualifications.
- Participates in ongoing education, including workshops and seminars on Substance Use Disorder, NVCI, Mental Illnesses, HIV/AIDS, and other communicable diseases.
- Monitors Computer Lab, Drop-In floor, courtyard, and bathrooms.
- Maintains open lines of communication between various areas of OPS.
- Maintains a professional yet compassionate relationship with family members.
- Report all incidents, observations, and unsafe conditions through the proper channels.

### ***Skills and Abilities:***

- Ability to respond calmly to any medical emergency in the drop-in center, courtyard, and perimeter.
- Have good organizational skills to ensure the required level of supplies is documented and maintained.
- Ability to effectively manage medical emergencies, controlling the scene and communicate pertinent medical information accurately to ambulance attendants and paramedics.
- Ability to refer service users to other community agencies.
- Skills
- Good communication and interpersonal skills. Must display tact and diplomacy.
- Ability to interact with people of all ages and cultural backgrounds.
- Ability to problem solve and deal with conflict effectively.
- Ability to work in an intense and challenging work environment.
- Ability to lift up to 30 lbs.
- Ability to navigate stairs and be on feet for up to 6 hours of shift.
- Ability to kneel down to ground to attend to overdoses and other medical emergencies.

### **Qualifications:**

#### **Education and Knowledge:**

- Currently licensed as a Primary Care Paramedic or Emergency Medical Responder or equivalent.
- Diploma in a related human, social services field.

#### **Training and Experience:**

- Minimum of one year of experience in the PCP or EMR role and one (1) year of supervisory experience.

OR an equivalent combination of education, training, and experience.



Hope and Belonging

**Working Conditions:**

**Shifts:** Full Time (36 hours/week), days to be determined.

**Compensation:** \$33.77 to \$38.77 per hour.

**Benefits:** Vacation accrued at a rate of 6% or in accordance with your length of service as per the collective agreement (Article 18.1). Eligible for a 100% employer paid comprehensive benefits plan, including pension, health, and dental coverage after completion of probationary period.

**This position requires union membership.**

**How to Apply:**

Eligible candidates are invited to submit a covering letter with their resume detailing their related background, experience and qualifications by 3pm on Tuesday, March 18, 2025, to [careers@ourplacesociety.com](mailto:careers@ourplacesociety.com) or to Our Place Society, Attention Ryan Brost, HR Manager, 919 Pandora Ave, Victoria, B.C. V8V 3P4. Please quote “File #25.44 – Lead Paramedic Community Centre Worker” in the subject line.

**Please note: All applications must have a cover letter to be considered.**

We appreciate your time and interest in the position. However, due to the volume of applications, only shortlisted candidates will be contacted.

Our Place Society is an equal opportunity employer. We value the diversity of the communities we serve and are committed to engaging and developing a diverse and inclusive workforce. Our Place Society welcomes applications from First Nation, Inuit, Métis, New Canadian, differently-abled, and LGBTQ2S communities.