

Job Posting

#25.93 PARAMEDIC COMMUNITY CENTRE WORKER

919 Pandora Ave

Please See Below for Shift Details

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 Paramedic Community Centre Worker acts as first responder to all medical emergencies within the drop-in center, courtyard, and surrounding area. The Paramedic Community Centre Worker also participates directly in the provision of services, resolves difficult or sensitive issues or problems, and maintains a welcoming environment for a diverse homeless population, including people with mental or physical disabilities, people with addictions, women, and aboriginal people.

Duties and Responsibilities:

Medical Community Centre Worker:

- 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 replenished 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 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 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.
- 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.
- Perform other related duties as required.

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.
- Knowledge of current social issues related to homelessness, mental illness and substance use disorder.
- Knowledgeable of community resources.
- 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:

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

Training and Experience:

- Minimum of one (1) year of experience in the PCP or EMR role.
- OR an equivalent combination of education, training, and experience.



Hope and Belonging

Working Conditions

Shifts: Part time, 12 hours per week, Sundays

Compensation: \$30.75 to \$35.29 per hour, plus 5% in lieu of paid holidays.

Benefits: Vacation is accrued at a rate of 6% or in accordance with your length of service as per the collective agreement (Article 18.1). Access to our EAP (Employee Assistance Program).

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, September 2, 2025 to careers@ourplacesociety.com or to Our Place Society, Attention Ryan Brost, HR Manager, 1027 Pandora Ave, Victoria, B.C. V8V 3P6. Please quote “File #25.93 – Paramedic Community Centre Worker – 919 Pandora Ave” 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.