



**Job Title:** Resident Assistant

**Location:** Crisis Shelter for Women & Children

**Status:** 16 hours/week, Sat-Sun

**Responsibilities:**

- Maintain a standard of excellence throughout the shelter in both safety and cleanliness.
- Provide house supervision and ensure all household tasks are completed.
- Provide direction and guidance to shelter guests.
- Provide direction and guidance to volunteers and guest assistants in job training program.
- Keep consistent communication with staff and guests to ensure compliance to shelter policies and procedures.
- Embrace total accountability while working closely in a team of like-minded individuals.

**Required Qualifications:**

- Awareness of personal boundaries.
- Strong interpersonal and communication skills and an energetic personality.
- Resilience and ability to make decisions with confidence.
- Basic computer skills.
- Two-year college degree in applicable field of study, or equivalent years of experience working with homeless clientele.
- Preferable 2+ years working with homeless families.

**Compensation:** Depends on experience.

Must be committed to the Christian faith and comply with drug-free, tobacco-free policy. Those qualified to join our team can enjoy a rewarding work environment, competitive wages and excellent benefits. Complete UGM's [application for employment](#) and submit it along with a letter of interest and resume to:

UNION GOSPEL MISSION

[HumanResources@uniongospelmission.org](mailto:HumanResources@uniongospelmission.org)

Human Resources, 1224 E Trent Ave., Spokane, WA 99202

Fax: (509) 535-0901

[uniongospelmission.org/employment](http://uniongospelmission.org/employment)