



Yakima Union Gospel Mission Job Description

Safety Team	Job Purpose
Department: Adult Shelter	Work with Adult Shelter Services team to promote campus safety by supervising the shelter, performing rounds, monitoring security cameras, assisting with daily shelter operations, and other duties as needed.
Location: 1300 N 1 st St Yakima, WA 98901	
Reports to: Adult Shelter Manager	
Classification: Non-exempt, PT/FT	
Salary Grade: B	

Union Gospel Mission Purpose, Vision, and Value Statement

Our mission is to follow Christ in helping people move from homelessness to wholeness, so that every homeless person in Yakima County has the opportunity for permanent life transformation in Jesus Christ.

All Mission programs and services are based on Christian values and a commitment to quality. Clients are our primary focus; love, professionalism, and outcomes are our core values. Relationships are the context, the engine, and the reward of the change we exist to produce.

Essential Personal Qualities / Core Values

To perform the job successfully, an individual should demonstrate the following competencies:

LOVE

- Improves the reputation of Christ by personal interactions with others
- Remains relationally available, present, and authentic in all contexts
- Demonstrates genuine and sacrificial care for the wellbeing of others
- Pursues God personally, relationally, emotionally, and intellectually

PROFESSIONALISM

- Is consistently at work, meetings, and appointments and on time.
- Meets deadlines and fulfills commitments with thorough follow-through.
- Proactively measures work to ensure learning, improvement, and success
- Communicates effectively in written form

OUTCOMES

- Constantly pursues growth, learning, and improvement
- Thinks creatively, strategically, and spiritually
- Regularly sought by others for input and value
- Maintains mission-clarity and a godly example under stress
- Sets a godly example for staff and clients

Duties and Responsibilities

Culture Work

- Establish professional, caring, strengths-based relationships built on truth, respect, encouragement, and trust.
- Maintain a high level of integrity in modeling and promoting the Mission's Christian culture, core values, policies, and procedures.
- Ministering to our clients, showing them kindness and grace.
- Ensure a shelter culture of relational and client-centered care rather than relying on motivation by rewards/punishments.

Team Work

- Work with Adult Shelter team, communicate and collaborate openly with the goal of continually improving guest experience and services offered.
- Work in a supportive capacity with supervisor and co-workers to solve departmental problems and accomplish shared goals in pursuit of established priorities.

Direct Work

- Supervise shelter.
- Promote a safe environment by patrolling grounds to prevent loitering, substance abuse or other criminal activity from occurring on campus; locking/unlocking various gates; utilizing security technologies, including by not limited to security cameras and two-way radios.
- Respond to various emergencies, using training and available technologies to ensure the health and safety of guests and staff.
- Work with emergency services when required for medical reasons or in response to criminal activity.
- Report barred guests, unsafe conditions or facility problems to Adult Shelter Director or Shelter Managers, as appropriate.
- Distribute needed shelter resources (toilet paper, clothing, hygiene, etc.) to guests.
- Assist in daily shelter operations duties, such as laundry, cleaning, storage and organization of clothing and hygiene items, floor, and bathroom cleaning etc.
- Attend as requested or required all YUGM trainings and meetings scheduled by the management team to keep current on any policy changes, new procedures, and other information essential to performing the job.
- Other duties as assigned in support of YUGM's mission and values.

Reporting and Direct Reports

- Reports to the Adult Shelter Services Assistant Manager

Qualifications

- Strong interpersonal skills and the ability to maintain confidentiality are required.



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- Prior experience working with persons in crisis, demonstrating effective de-escalation, dispute resolution and problem-solving skills.
- Demonstrated ability to work independently, and as part of a team, under pressures of conflict, interruptions and changing priorities while maintaining a strong focus on ministry.
- Specific training and experience in the fields of homelessness, addiction, childhood trauma and poverty (preferred).
- Capable written, verbal, and spiritual communication skills.
- Personal and work ethic that reflects YUGM’s core values.
- Computer skills: Microsoft Office, typing proficiency, basis data entry skills, etc.
- Valid WDL, good driving record, proof of insurance.

Working Conditions

- Positions are hired as shift specific (day, swing, night), but shifts may sometimes vary to include weekday, weekend or abnormal hours, and some holidays; working with challenging clients who have high barriers including, but not limited to: active substance use disorders, mental illness, developmental barriers, trauma, PTSD and antisocial behaviors. Employee will work in several environments and must be able to transition between office, grounds and sheltering settings multiple times per day.
- The primary duties of this position are performed in a well-lighted, temperature-controlled environment. The noise level in the environment is usually moderate. May also be required to be outdoors in inclement weather and work irregular hours.

Physical Requirements

- Able to stand for periods of time while working.
- See and hear.
- Speak English clearly and fluently.
- Walk from one location to another.
- Walk, climb, balance and stoop, reach with hands and arms, use hands to finger, handle or feel.
- Answer phones.
- Lift up to 40 pounds.

Staff Signature:	
Print Staff Name:	
Supervisor Signature:	
Print Supervisor Name:	
Date:	