



Open Position: On-Call Shelter Assistant

Posting Date: June 22, 2025

Wage: \$13.00 an hour with shift premium

Effective 10/1/2021, shift premiums are as follows:

- \$1.00 additional per hour for 2nd shift, weekdays
- \$2.00 additional per hour for 3rd shift, weekdays
- \$2.00 additional per hour for all weekend shifts

Hours: Hourly Position. Fills in for regular staff; varies based on coverage needs. Includes weekends, holidays, and thirds. Flexible schedule required.

Preparation: High school diploma or equivalent required. Basic understanding of domestic violence and sexual assault issues desirable. Computer proficiency required. Must be sensitive to issues of diversity.

Job Summary: Works to ensure safety and security of facility while meeting the basic needs of residents. Provides backup to help line volunteers. Attends meetings and trainings. Participates in team activities.

Applications will be accepted until the positions have been filled. Applications without cover letters will not be reviewed. Please indicate which position you are applying for in your cover letter.

To apply, send resume and cover letter to:

Resilience Shelter Program Coordinator
ElizabethB@ResilienceMI.org

The Resilience mission is to respond to, reduce, and prevent domestic and sexual violence in Ottawa and Allegan counties. Resilience is an Equal Opportunity Employer.