

# Pan Am Place

88 Arthur Street Winnipeg, Manitoba R3B 1H3 [www.panamplace.com](http://www.panamplace.com)  
(204) 515-2048



## Pan Am Place Supervisor Job Description

**Position:** Overnight/Weekend supervisor  
**Wage:** \$15 - \$17 per hour  
**Reporting to:** Managers  
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204-515-2048 ext. 10

### Position

#### Key Tasks

- Provide supervision for the Pan Am Place residents.
- Provide leadership, mentorship, and act as a role model for residents.
- To establish and maintain a positive rapport / relationship with all residents of Pan Am Place.
- Ensure Pan Am Place rules are adhered to by residents.
- Provide detailed written report after every shift.
- Be responsible for the care and safety to the Pan Am Place residents.
  - o Provide emergency support to residents experiencing a crisis.
  - o Posses knowledge of appropriate emergency support resources.
- Coordinate with resident support workers and probation/parole officers if necessary.

#### Requirements

- Post secondary education preferred but not necessary.
- Experience working with at-risk population is an asset.
- Excellent communication skills.
- Excellent interpersonal skills.
- Able to work in a stressful environment.
- Able to work successfully with challenging clients.
- Able to empathize with residents and remain understanding to each resident's individual needs.
- Possess an understanding and sensitivity to the resident's cultural needs.