



Employment Opportunity - Ontario Division

Job Title:	Kettle Attendant	Competition #:	46/22
Department:	Kettle Campaign	Status/Position Type:	150 Temporary positions ending December 24, 2022
Compensation:	\$16.00	Unionized:	No
Ministry Unit:	Ottawa Booth Centre	Date posted:	November 1, 2022
Address:	171 George Street	Posting Expires:	November 20, 2022

APPLICATIONS ACCEPTED BY:

Fax at 613 241-2818 or Email at: melanie_skeggs@saobc.org

Attention: Melanie Skeggs

Please no phone calls.

MISSION, VISION AND VALUES:

The Salvation Army is an international Christian church. Its message is based on the Bible; its ministry is motivated by love for God and the needs of humanity.

Mission Statement

The Salvation Army exists to share the love of Jesus Christ, meet human needs and be a transforming influence in the communities of our world.

Vision Statement

We are an innovative partner, mobilized to share hope wherever there is hardship, building communities that are just and know the love of Jesus.

Core Values:

Hope: We give hope through the power of the gospel of Jesus Christ.

Service: We reach out to support others without discrimination.

Dignity: We respect and value each other, recognizing everyone's worth.

Stewardship: We responsibly manage the resources entrusted to us.

TERMS AND CONDITIONS:

POSITION PURPOSE SUMMARY:

The Christmas Kettle Worker provides courteous oversight of a designated Christmas kettle in support of the work of the Ottawa Booth Centre's Community and Family Services (CFS).

Accountabilities:

- Ensure the Kettle site is monitored in accordance with the Kettle Guidelines, ensuring the security of donations received
- Greet and thank donors courteously
- Respond to questions/queries from potential donors
- Perform other related duties as required

Working Conditions:

- This is a temporary casual relief position based on no standard weekly hours of work; there are no guaranteed hours
- The kettle worker must be willing and able to work shifts that may include days, afternoons, evenings, weekend shifts, and split shifts, Monday through Saturday. Applicable shifts include a ½-hour unpaid meal break
- The kettle worker is required to show flexibility in scheduling. It is required, as the hours may increase according to the Christmas Kettle Campaign's operational requirements
- The kettle worker is required to wear appropriate Salvation Army identification and required COVID PPE
- Local travel may be associated with this position.

Education, Qualifications and Certifications:

- Completed High School or equivalent





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- Related experience is an asset

Skills and Capabilities: The kettle worker must

- Have excellent interpersonal skills, integrity, and adaptability
- Be able to work with minimal supervision
- Be able to stand for long periods of time
- Have access to reliable transportation to kettle location
- Represent The Salvation Army in a positive and professional manner in the community
- Work in compliance with OH&S Act and Regulations and abide by The Salvation Army's health and safety policies and procedures
- Be honest, courteous, and punctual; and represent the organization in a positive, professional, and engaging manner
- Treat the property of The Salvation Army with due care and caution
- Be attentive and have listening skills for the purpose of supervision, coaching, and conflict resolution
- Be able and willing to develop an understanding and support for the mission and purpose of The Salvation Army in Canada and its implications as related to position responsibilities

Hours - various hours (Part Time/On Call)

Additional Information: Working hours – Monday to Saturday, Flexible (Days, Evenings and Saturdays)
Bilingualism (French and English) an asset

In support of our commitment to a healthy and safe workplace and community, The Salvation Army (TSA) has a vaccination requirement for all employees in Canada. The successful candidate will be made an offer of employment on the condition of being fully vaccinated against COVID-19 and will be required to provide proof of full vaccination, prior to their employment start date. The requirement to be fully-vaccinated is subject to provincial/territorial human rights legislation. If the candidate is unable to vaccinate for a reason protected by the Human Rights Code, a request for accommodation

The Salvation Army offers accommodation for applicants with disabilities in its recruitment process. If you are contacted to participate in an interview or screening process, please advise us if you require accommodation.

We thank all applicants. However the Salvation Army will only contact candidates who have been chosen to be interviewed.

You must advise your managing supervisor of your intentions prior to submitting your application.

