



Adult Shelter Overnight (3rd shift) Staff

Tedford Housing is seeking an overnight (3rd shift) staff member to join our emergency adult shelter team in Brunswick.

This is a full-time, benefitted position, with a rate of pay of \$17.50/hour with a 3rd shift differential rate of \$19.50/hour.

Acting in a direct-service role, this position will support a safe and secure environment for all guests, contribute to the program by engaging with guests, assist with house activities, and ensure that house rules and guidelines are followed. Shelter attendant staff conduct initial intakes for guests, maintain basic client records and provide orientation for those entering the shelter.

Tedford Housing is looking for organized and energetic team members demonstrating good judgement, a positive attitude, flexibility, with a commitment to the mission of empowering people to move from homelessness to home.

The shelter is 365 days a year, 24 hours a day. Schedule for this overnight staff member will include weekday and weekend overnight shifts for a total of four 9.25-hour shifts from 11:00 pm to 8:15 am. Schedules can be adapted to fit your needs.

This is a full-time, benefitted position, with a rate of pay of \$17.50/hour with a 3rd shift differential rate of \$19.50/hour.

Position Qualifications: The position is ideal to begin or to expand your experience and skills in a human services setting. Two years of experience is preferred with a minimum of a high school or GED education.

Benefits Include:

- 13 Paid Holidays
- 135 Hours of Accrued Paid Time Off in the first year
- Health Insurance – employer pays 100% for employee-only coverage
- Dental Insurance – employer pays 100% for employee-only coverage
- Vision Insurance – employer pays 100% for employee-only coverage
- 100% Employer Paid Life, STD and LTD insurance
- Simple IRA retirement plan w/ 3% employer match after 6 months
- Employee Assistance Program (EAP) access

Please send your resume to info@tedfordhousing.org, with subject line “Adult Shelter Overnight Staff.” Interviews will begin immediately and continue until the position is filled. Selected candidates will receive an email to set up an online or in-person interview. No phone calls please.

Tedford Housing is committed to creating an inclusive workplace where diverse perspectives are valued, supported, and freely exchanged. We are committed to hiring staff that reflects Maine’s full range of identity and experience, and we actively seek and encourage individuals from traditionally underrepresented communities to apply. Tedford Housing provides all persons with equal employment opportunities without regard to race, color, religion, sex, national origin, marital status, sexual orientation, gender identity, disability, age, or veteran status.