

TITLE: Residential Support Worker
LOCATION: 6th Residence, Courtenay
REPORTS TO: Group Home Manager

POSITION SUMMARY

This is a permanent full time, (average 39 hr/week) position assisting residents to live successfully in residential group home settings, implementing the philosophy and values of Communitas. Ensures that residents' physical, emotional, social, educational, and medical needs are being met, with a view towards helping each of the residents to their full potential.

- **The schedule is a 9-week shift rotation which includes days, evenings and overnights.**

SPECIFIC DUTIES

- Participates in the assessment, goal setting and program planning for individuals living in a residence. Documents, implements and provides input into the evaluation of the program
- Provides life skills training and assistance such as meal preparation, housekeeping, personal care and personal finance and implements personal service plans. Assists residents with activities such as eating, lifts, transfers, hygiene, grooming and toileting
- Administers medication to residents in accordance with established policy
- Follows all protocols as required (e.g. medical, nutritional, crisis intervention, emergency procedures, etc.)
- Recognizes and deals with emergency situations following all protocols as required
- Participates in various resident-focused activities in accordance with care plans, facilitating residents' goals and dreams
- Assists with case management by identifying potential problems and reporting any difficulties. Advocates on behalf of residents to health care professionals
- Supports the residents' desires for spiritual growth and development
- Communicates effectively with other support staff to ensure continuity in activities and routines
- Identifies social, economic, recreational and educational services in the community that will meet residents' needs. Transports and assists residents in accessing community events and activities that are of interest to them and connects them to the community
- Consciously thinks about and promotes better ways of supporting the residents in the home
- Helps develop unpaid relationships with each resident
- Works with the manager in networking with resident's family
- Ensures the upkeep of residents' home and yard, including housekeeping and light maintenance
- Participates in training/orientation of new staff
- Ensures that communication books, daily journals (ShareVision) and other documentation such as charts and incident reports are completed in accordance with established policy. Ensures that confidentiality of client file information is maintained
- Participates in all program staff meetings
- Attends work related in-services as required by Communitas
- Other duties as assigned (e.g. administrative duties, extra cleaning, etc.)

REQUIREMENTS

- Community Support Worker certificate or approved equivalent
- Philosophy of care that is in line with Communitas' philosophy of Christian service and of support for people with disabilities
- Familiar with and able to implement "Spirit of Gentleness" principles
- Ability to take initiative with creativity
- Excellent teamwork skills, ability to maintain Honest, Direct and Respectful relationships
- Ability to receive direction as well as being able to work independently without supervision
- Excellent written and verbal communication skills
- Possession of a valid Class 4 BC drivers license (unrestricted)
- Possession of a valid Emergency First Aid Certificate with CPR (must maintain valid certification)

APPLICATION CLOSING DATE: April 10, 2014

POSITION START DATE: ASAP

RESPOND IN WRITING TO: Leslie Friesen, HR Recruitment Coordinator
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