

Job Posting #: 1-2020_SCL (Revised April 14, 2020)

Nelson CARES Society – Residential Services for Community Living

EXTERNAL JOB POSTING

Position: COMMUNITY SUPPORT WORKER (CSW)

Classification: Casual with Possibility of Permanent Positions

Location: Nelson, BC

Nelson CARES Society is a not-for-profit organization that provides programs and initiatives in advocacy, housing, employment, support services, and environmental stewardship. Residential Services for Community Living is its program that provides at-home and community-based services for adults with developmental disabilities and complex health care needs.

The CSW-Casual is responsible for ensuring the well-being, promoting the development and independence of all the residents participating in the program with health and safety as a priority. This is a unionized position.

A CSW-Casual has the ability to:

- Work in a positive and professional manner with residents, colleagues, and supervisory staff.
- Put the needs and desires of the residents as a priority during work hours.
- Uphold the Employee Bill of Rights and follow Nelson CARES Society's philosophy, vision, and mission.

Preference will be given to applicants with a Diploma in Classroom and Community Support Worker and/or Long-Term Care Aide Certificates or an equivalent program or experience.

Applicants without training or experience as a Community Support Worker will be considered based on related work experience. This position is a Canadian Experience Class Skill Level B for Permanent Residency Immigration Purposes.

Required Qualifications:

- A minimum High School Diploma or equivalent.
- A valid Class 5 BC Driver's License or its equivalent from another province:
 - *Please do not apply if you do not possess a valid Class 5 equivalent driver's license.*
 - *Individuals who have a driver's license from another province or country will have to get a BC driver's license within the probation period.*
- *Required certificates once hired:*
 - Standard First Aid Certificate with CPR C (*two-day course*)
 - A clean Driver's Abstract
 - Physician's Statement of Mental and Physical Competence
 - Criminal Record Check (*to be completed by NCARES once hired, fee to be paid by applicant*)
 - TB Skin Test
 - Food Safe Certificate

On Line Responsibilities:

- Implements the activities, training strategies, and special initiatives provided in the residents' individual plans).
- Assists the residents in all aspects of their care including their physical, social, emotional, spiritual, educational, recreational, and vocational development while promoting their dignity and independence.
- Participates, with resident(s) whenever possible, in all aspects of household chores and maintenance including laundry, meal planning and preparation, general house cleaning, room management, grocery shopping, and emergency snow removal.
- Ensures resident(s) receive medication as per: Medication Administration policy and individual health care plan(s).
- Remains current regarding events and activities by speaking with resident(s), other staff, reading communication book, bulletin board, resident logs, and calendar.
- Documents in a timely manner all relevant events in communication book, resident logs, incident reports and any other required documentation.
- Ensures residents' safety and well-being by knowing and following all relevant policies and procedures, licensing requirements, and emergency evacuation procedures.
- Ensures that the residents' rights and needs remain the primary focus of efforts, activities, methods, and strategies implemented.
- Provides transportation for resident(s) as required in their daily life.
- Reviews and completes tasks as assigned on the daily task schedule.

Administrative responsibilities:

- Ensures residence scheduling requirements are met by:
 - Submitting availability form on time,
 - Meeting minimum availability criteria as per policy,
 - Following shift backfill requirements when accepting a longer/different shift, as per policy.
- Picks up and delivers documents to the administrative office as requested by supervisor or designate.
- Carries out any other reasonable position-related activity as directed by Program Manager/designate.
- Addresses concerns in a positive manner with the intent to resolve issues.
- Follows all relevant policies that guide professional conduct.

Compensation:

Wages are paid in accordance with the current Collective Agreement Wage Grid dated April 1, 2020. Starting wages are as follows:

- Community Support Worker (from 7 am to midnight): Grid Level 10, Step 1 = **\$20.52** and / or,
- Asleep Residential Night Worker (from midnight to 7 am): Grid Level 5, Step 1 = **\$17.59**

Application Deadline : **Ongoing**

Start Date : **As soon as possible**

***Please e-mail a cover letter, resume, and e-mail addresses of three references to
communityliving@nelsoncares.ca***

Nelson CARES Society is an equal opportunity employer. All internal candidates will be contacted as to the status of their applications. All external applicants will only be contacted if short-listed for an interview.