



March 13, 2023

Job Posting #: 07\_2023\_SCL

## **Nelson CARES Society – Residential Services for Community Living**

### **INTERNAL AND EXTERNAL JOB POSTING**

**Position: COMMUNITY SUPPORT WORKER – Team Leader**

**Classification: Permanent Full-Time (40 hours/wk)**

*Benefitted position upon successful completion of the probation period*

**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 Community Support Worker (CSW) - Team Leader is responsible for ensuring the well-being and promoting the development and independence of residents and assists the House Supervisor in providing orientation, training, work direction and guidance to other CSW's. The Team Leader works under the overall supervision of the Program Manager and in collaboration with the House Supervisor. This is a unionized position.

### **CSW - Team Leader Duties and Responsibilities:**

- Assists the House Supervisor in providing orientation, training, work direction and guidance to CSW's by performing duties such as clarifying program policies, reviewing work and scheduling community support workers. Provides input to CSW's performance evaluations.
- Ensures resident's health and safety and may accompany to appointments.
- Participates in the assessment, goal setting, implementation and maintenance of the residents' Personal Service Plan which identifies social, economic, recreational, and educational services in the community that will meet the clients' needs.
- Assists with case management by identifying potential problems and reporting any difficulties. Provides input to counsellor, professionals about the development of appropriate program plans to achieve residents' objectives. Contributes to the evaluation of residents' progress and prepares reports.
- Assists the resident in all aspects of their individual and personal care.
- Participates in all aspects of household duties and maintenance including laundry, meal planning and preparation, general house cleaning, grocery shopping.
- Facilitates residents to function more independently by assisting with daily life skills, such as grooming, meal preparation, money management, shopping, and household safety, and/or behavior management.
- Promotes resident's social, emotional, and spiritual life, including relationships with family and friends.
- Ensures that residents receive medications as prescribed by their physician and in accordance with the Policies and Procedures Manual.
- May oversee the operation of the residence in the absence of the supervisor or as directed.

## **Required Qualifications and Job Skills:**

- Certificate or Diploma in CSW, Special Needs or equivalent program or completion of a related post-secondary degree. Preference will be given to applicants with a Diploma in Classroom and Community Support Worker and/or Long-Term Care Aide Certificates or relevant experience and qualifications.
- Proof of full COVID vaccination.
- 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.
- 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*)
  - Food Safe Certificate
- Ability to effectively supervise staff and provide leadership at the residence.

This position is a Canadian Experience Class Skill Level B for Permanent Residency Immigration Purposes. Job description available upon request.

**Compensation** : **\$24.48/hour**

**Start Date** : As soon as possible

**Application Deadline** : **March 27, 2023**

Please e-mail a cover letter and current resume with e-mail addresses of three references to:

**Human Resources Coordinator**  
**Email: [communityliving@nelsoncares.ca](mailto:communityliving@nelsoncares.ca)**  
***(Please indicate position and job posting number on the subject line)***

*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.*