



**VERNON AND DISTRICT ASSOCIATION
FOR COMMUNITY LIVING**

4240 Alexis Park Drive, Vernon, BC V1T 6H3
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Vernon and District Association for Community Living invites applications for the following position:

Casual Residential and Community Workers/Health Care Assistants

Vernon and District Association has been a leader in providing support to persons living with developmental disabilities since 1955. As a person centered agency, we seek like minded individuals with a passion for working in the health care and helping field to submit their resumes to become part of this dynamic and progressive association.

Shift Schedule: Must be available - **Days** - 06:00 - 14:00 hrs, **Evenings** 14:00 pm to 22:00 hrs, **Nights** - 22:00 – 08:00 hrs, including weekends

Job Summary: Assists participants to live successfully in residential settings such as group homes and ensures that participants' physical, emotional, social, educational, and medical needs are met. Assists participants to enhance quality of life with activities of daily living and the development of life skills.

Reports to: **Residential Coordinator or Specific Program Coordinator**

Key Duties and Responsibilities:

1. Participates in the assessment, goal setting and program planning for individuals living in the residence. Documents, implements and provides input into the evaluation of the program.
2. Provides life skills training such as meal preparation, housekeeping, personal care and finance skills.
3. Assists clients with activities of daily living such as feeding, lifts, transfers, hygiene, grooming and toileting.
4. Participates in various participant focused activities in accordance with care plans.
5. Recognizes, analyzes and deals with potential emergency situations such as participants' aggressive behaviour to ensure no harm comes to the participant and/or the public. Reports problems to the Residential Coordinator.
6. Administers medication to participants in accordance with established policy.
7. Assists with case management by identifying potential problems and reporting any difficulties. Provides input with regards to the development of appropriate program plans to achieve participants' objectives. Contributes to the evaluation of participants' progress and prepares reports.
8. Provides emotional support and feedback to participants and their families.
9. Transports and assists participants to appointments, shopping or leisure activities.

"Turning disabilities into abilities."

10. Facilitates physical, recreational, educational activities.
11. Performs residence maintenance and housekeeping duties such as laundry, sweeping, mopping floors, mowing lawns, inventory, shopping, etc.
12. Recognizes potential emergency situations and reports problem to the Residence Coordinator ensuring that health and safety standards are maintained.
13. Documents in Sharevision reports regarding participants' daily activities and progress.
14. Performs other related duties as required.

Qualifications:

Education, Training and Experience

- Completion of Special Needs Course or equivalent*
- One (1) year recent related experience or an equivalent combination of education, training and experience
- *Community Care* First Aid Certification
- Satisfactory Criminal Records Check
- Foodsafe Certificate
- Non-Violent Crisis Intervention - CPI, Mandt, etc.

Job Skills:

1. Good written and verbal reporting skills. Must be competent on computers as all documentation must be completed on Sharevision.
2. Demonstrated ability to teach and work effectively with others in both group and one to one settings
3. Knowledge of theory, principles and practices of the field
4. Good organization, time and general management skills
5. Good interpersonal communication skills

Additional Information:

A high level of physical fitness is required since direct delivery of program activities may involve standing, walking, bending, lifting, etc. This position may work during night and day hours and provide a wide array of duties depending upon the shift being covered. Flexibility is required to cover all shifts and duties as needed. Each employee is responsible for knowing and following Association Policies and Procedures.

*an acceptable combination of education and experience may be accepted.

This position is open to male and female applicants.

This position requires Union membership.

The employee might be required to use his/her own automobile in the performance of his/her duties in this position.

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