



## WoodGreen Community Services *Job Posting*

### Our Vision:

A Toronto where everyone has the opportunity to thrive

## ***Personal Support Worker – Jack Layton Competition #2019-054-CC***

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<b>Employment Type:</b>	PSW, Bargaining Unit
<b>Work Hours:</b>	Week 1: Wed/Thurs/Fri/Sat, 8:00pm-8:00am (42 hours) Week 2: Thurs/Fri/Sat, 8:00pm-8:00am (31.5 hours)
<b>Salary:</b>	PSW - \$17.82/hour
<b>Application Deadline:</b>	May 20, 2019 by 11:59 pm

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### **Who We Are**

A United Way Anchor Agency, WoodGreen combines significant scale and a proven track record with an entrepreneurial mindset, continuously seeking and developing innovative solutions to critical social needs.

Now in our 81<sup>st</sup> year, we are one of the largest social service agencies in Toronto, serving 37,000 people each year. We're a group of diverse individuals who value respect, excellence, compassion, integrity, and team work.

Visit [www.woodgreen.org](http://www.woodgreen.org) to learn more about who we are and what we do.

### **Program Overview – Assisted Living Services, Community Care**

The Community Care Unit provides a holistic approach to care at home for seniors and caregivers who are vulnerable, at risk and/or marginalized. The unit provides a wide range of programs such as Assisted Living Services, Home & Cluster Care, Social Work, Meals-on-Wheels, Adult Day programs, and transportation, which enable seniors to be as independent as possible in their homes. The unit also provides a variety of socio-recreational/wellness programs which enhance the quality of life and promote the health of the older adult.

### **What You Will Do**

- Practices a client-centred and culturally competent approach to ensuring high quality personal care for clients.
- Assists clients with activities of daily living including feeding, transfers, bathing, skin care, oral hygiene, toileting, and continence care.
- Assists clients with instrumental activities of daily living including light housekeeping duties, laundry, meal preparation, and bulk shopping.
- Performs non-controlled acts assigned by the Supervisor, which have been taught by a Regulated Health Professional (or Supervisor), and in accordance with the Unit's policy.
- Performs controlled acts which have been delegated by a Regulated Health Professional, and in accordance with the Unit's policy.
- Provides medication assistance or reminders in accordance with the Unit's Medication Assistance Policy.
- Continuously observes clients and their environments, and reports and documents unsafe conditions and behavioural, physical, mental and/or cognitive changes to the Supervisor.
- Consistently completes and maintains progress notes in client profile binder and the communication log.

- Communicates and collaborates with caregivers/stakeholders to determine preferred approaches to care.
- Responds professionally to responsive behaviours; if unable to deal with behaviours successfully, reports to Supervisor and works with various professional and resource persons as required to support the client.
- Applies proper food handling practices in accordance with the Unit's policy.
- Ensures there are sufficient program supplies, forms and equipment available; reports to Supervisor when supplies are low.
- Ensures the anti-racism objectives and community development principles of the organization are achieved within the program.

### **What You Bring to the Team**

- Personal Support Worker Certificate and NACC Certificate (if applicable).
- Experience providing personal care to frail seniors and/or disabled adults.

### **What Will Set You Apart**

- Excellent understanding of how to work with clients to ensure their ADLs and iADLs are met.
- Good communication skills: verbal, written, listening, and reporting.
- Able to work effectively within a team.
- Able to be flexible and demonstrate good judgment in assessing clients' needs.
- Knowledge of behavioural management techniques and approaches.
- Knowledge of gerontology issues, health care, and social service systems
- Food safety handling skills (Food Handling certificate an asset).
- Skills in keeping personal and program environment hygiene.
- Able to do frequent light to moderate lifting, walking, bending, stretching and pulling.
- Able to work in a second-hand smoke/pet environment.
- First Aid and CPR certification is an asset.
- Available to work occasional statutory holidays.
- Ability to speak Chinese considered an asset.

### **Why You'll Want to Work With Us**

At WoodGreen you will be part of an amazing team that does amazing things for our community.

We offer:

- ✓ Competitive salary/excellent benefits for full-time, contract (1+ year), and PSW employees
- ✓ Ongoing training and opportunities for career advancement within the organization
- ✓ Formal staff recognition and appreciation programs
- ✓ Access to group discount programs and purchases

### **To Apply**

Submit your resume and cover letter, **quoting the competition # in the subject line**, as follows:

<b>WoodGreen employees ONLY to:</b>	hrjobs@woodgreen.org
<b>External applicants to:</b>	PSWJobs@woodgreen.org

***WoodGreen is an equal opportunity employer. We are committed to providing an inclusive and barrier-free selection process and work environment. If contacted in relation to an employment opportunity, please advise our HR representative at [hrjobs@woodgreen.org](mailto:hrjobs@woodgreen.org) of the accommodation measures required. Information received relating to accommodation will be addressed confidentially.***