



WoodGreen Community Services *Job Posting*

Our Vision:

A Toronto where everyone has the opportunity to thrive

Personal Support Worker – Jack Layton Competition #2019-055-CC

Employment Type:	PSW, Bargaining Unit
Work Hours:	35 hours/week, Monday-Friday, 7:00am-3:00pm
Salary:	PSW - \$17.82/hour
Application Deadline:	May 20, 2019 by 11:59 pm

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 81st 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 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:

WoodGreen employees ONLY to:	hrjobs@woodgreen.org
External applicants to:	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 of the accommodation measures required. Information received relating to accommodation will be addressed confidentially.