



JOB POSTING

Casual Personal Support Worker – On Call Positions **Afternoon/Evening/Weekend shifts**

JOB SCOPE: The Alderville First Nation is seeking energetic and dedicated individuals to fill the position of **Casual Personal Support Worker (PSW)**. The **Casual PSW** will ensure that the needs of eligible clients are being met in a timely and appropriate manner of service delivery through coordination and advocacy of all available services. This position reports directly to the Home & Community Care Coordinator.

Duration: This is a **casual on-call position** suited to your flexibility with no set schedule or guaranteed hours.
*****Afternoon/Evening/Weekend shifts available to allow for family respite*****

Salary: Alderville First Nation Salary Grid will apply – targeted start rate is **\$25.28 per hour**, plus **\$3.00/hour Ministry of Health Wage Enhancement to be applied as appropriate**. **4% vacation pay with each bi-weekly pay processed and Daily Travel Allowance.**

Expectations of the Casual Personal Support Worker:

- **MUST** be available for shift work a minimum of 1 weekend per month.
- Provide advance bi-weekly shift availability to scheduling coordinator.
- Demonstrate commitment through acceptance of shifts scheduled based on availability.
- Attends educational seminars and/or training pertaining to caring for those in the community as assigned by the supervisor.

KEY JOB FUNCTIONS:

- Maintains confidentiality, integrity, trust, and professionalism always.
- Provides supportive care to clients in the AFN community including, but not limited to, respite relief for clients and caregivers and comfort care for clients at end of life.
- Provides personal care such as bathing, bedside bath, dress and undressing, mouth care, peri care.
- Assesses client for any change in health and reports to supervisor immediately.
- Assists with range of motion.
- Administers subcutaneous injections when required; training provided.
- Aids with safe mobility transfers, including the use of mechanical lift equipment.
- Assists and/or reminds clients to take medications as delegated by supervisor.
- Monitors client blood pressure using electronic blood pressure monitor as directed by supervisor.
- Provides home management such as light housekeeping, laundry, organizing, etc.
- Provides meal preparation and planning as determined by supervisor; assists with client meal service and delivery as required.
- Accompanies clients to community programs and or appointments as required and directed by supervisor.
- Assists with adult day programming and social program outings *as needed* and directed by supervisor.
- Provides friendly visiting services to reduce feelings of isolation.
- Maintains and completes PSW charting record (flow tick charting and progress notes) for each client at each visit using electronic home care application Alaya Care.

Minimum Qualifications:

- ✓ Personal Support Worker certificate: *alternatively* - 1st year completion of the Registered Nursing or Registered Practical Nursing program through an accredited college or university.
- ✓ First Aid & CPR certified with AED; ongoing renewal as required to maintain current certification.

Specialization required:

- ✓ Flexible to work varied shifts throughout the week based on a “days” or “afternoons” schedule between the hours of 7:00am and 10:00pm including at a minimum, one (1) weekend each month.
- ✓ Must be physically fit to lift over 50 lbs. as required.
- ✓ Must have valid Class ‘G’ driver’s license with a reliable method of transportation.
- ✓ Current Vulnerable Sector Search (VSS) required if position offered.

Physical Demands:

- ✓ Pushing and pulling equipment and when transporting or transferring clients from bed to wheelchair, vehicle, etc.
- ✓ Turning, bending, and lifting to assist clients, make beds, move equipment and other related tasks.
- ✓ Standing, sitting, walking – possibly for prolonged periods, bending or squatting.

Considered an asset:

- ✓ Understanding, sensitivity, and respect of Anishinaabe spirituality, healing, and traditional ways an asset.
- ✓ Knowledge and understanding of Ojibway culture, traditions, teachings, community dynamics are an asset.
- ✓ Strong interpersonal skills to deal with First Nation residents.
- ✓ Palliative Care training or willingness to obtain.

Deadline to Apply: *Ongoing Need – positions remain open until filled – applications reviewed as received.*

How to apply: *Applications must include a cover letter, current resume and three (3) work-related references (name, phone #, email address of former Supervisors) and/or letters of reference).*

Note: Consideration will be given to documented past employment performance, attendance and reliability history for applicants previously employed by AFN. Applicants must meet the minimum qualifications outlined to be considered for an interview. Only those applicants selected for an interview will be contacted.

The AFN is committed to employment equity. All qualified candidates are encouraged to apply, however, members of Alderville First Nation and persons of Aboriginal heritage will be given priority. Qualified candidates who self-identify as registered members of AFN or as “Indigenous” as defined in the AFN Recruitment Policy, will be given preferential consideration for any position.

Chief and Council retain the right to make the final decision on the selection of the successful candidate.

How to Contact:

Human Resources Recruitment
Phone: 905-352-2011 ext. 254
Email: humanresources@alderville.ca

Applications can also be hand delivered to the reception area of the Alderville First Nation Administration Office located at 11696 Second Line Road, Alderville, Ontario K0K 2X0.