

MANITOBA START JOB OPPORTUNITY BROADCAST (J.O.B.) ADVERTISEMENT

POSITION	PERSONAL SUPPORT WORKER
JOB NUMBER	3691
NUMBER OF POSITION/S	1
NOC CODE	4412
CLOSING DATE	2020-11-30
LOCATION	Winnipeg, MB St. Vital
ACCESSIBLE BY TRANSIT	Yes
HOURS PER WEEK	20
HOURLY WAGE RANGE	TBD
JOB TERMS	Full time
JOB DESCRIPTION	<p>- Under the direction of the Team Leader/Residential Operations Manager, the Personal Support Worker will be responsible for maintaining and promoting physical care, menu planning and preparation, medication administration, day-to-day house management, record keeping, etc.</p> <p>The Personal Support Worker will support individuals by promoting their involvement with family, friends, advocates and the community to ensure that their comfort, safety, and health requirements are being met. The Personal Support Worker will also encourage individuals to develop individual skills, talents and abilities so that they may have maximum control over their own life.</p>
JOB DUTIES	<ul style="list-style-type: none"> - Develop and maintain positive and effective communications with the individual(s) and their families, management, co-workers and all others that are involved in the individual's care;. - Carry out activities of daily living(Promoting physical care, Menu preparation, administering medication , day to day house management and getting the clients to be a part of the community. - Complete the necessary records and documentation in accordance with CBI policy and procedures, Residential care and licensing and department of Family Services and Labour requirements ;. - Maintain established logs (individual and communications log books, medical records, food intake forms, progress notes, evaluation of programs)on a daily basis and address any needs or concerns;. - Read all meeting minutes, log entries, incident reports, and memos;. - Prepare incident reports and ensure that they are submitted to the Team Leader (if no Team Leader appointed, submit to the Residential Operations Manager); . - Attend and participate in all relevant meetings (i.e. staff meetings, house meetings, individual planning, PATH&#65533;S ETC.) and identified training courses; . - Abide by confidentiality parameters.

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QUALIFICATIONS, REQUIREMENTS & SKILLS	<ul style="list-style-type: none">- Experience/knowledge of working with adult clients with intellectual and mental disabilities.- Experience/knowledge of working with clients with alcohol and drug dependencies.- Must have a valid certification in emergency first Aid and CPR.- Must have a clear Criminal Record Check with the Vulnerable Sector, Adult Abuse and Child Abuse Registry valid in the last 3 months.- Minimum Grade Twelve education, preferably post secondary, Developmental Service Worker Certificate, or a combination of related education/experience.- Good communication skills (both verbal and oral), organizational skills, the ability to work effectively within a team environment, sound decision making abilities and the capacity to work with minimal supervision.
APPLICATION PROCESS	Send targeted resume Apply through your CC
APPLICATION DETAILS	Please kindly send your TARGETED resume to your CAREER COACH via email. Please indicate the job number and the title in your application
JD	Precious Babalola