



4 May 2017

Internal/External Job Posting

Respite Care Worker, Seniors Division

Part-Time Position (up to 16.5 hours per week)

Dixon Hall Neighbourhood Services (DHNS) is a multi-service agency located in the heart of east downtown Toronto. For 87 years, we have been touching the lives of thousands of our community's most vulnerable residents by providing a range of programs and services across every stage of life.

Our Seniors Department offers a wide range of programs and services to help seniors and/or adults who are ill or disabled so that they can remain in their homes and continue to live healthy, dignified and independent lives. We are currently seeking a part-time respite care worker.

The Respite Care Worker position provides support and relief to caregivers and provides light personal care and activation services to Senior clients in their homes.

RESPONSIBILITIES:

- Monitor and report any changes in clients physical, emotional or psychological functioning
- Provide personal care that may be required like feeding, dressing, toileting, bathing, lifting, transferring, medication reminder as needed
- Maintain client progress notes
- Work collaboratively with the department and manager and other DHNS's staff and volunteers
- Follow DHNS's program policies and procedures
- Understand and maintain confidentiality with families/individuals and DHNS
- Able to independently work effectively and make decisions in difficult situations and follow Workplace Health and Safety plan
- Respect family lifestyle and choices
- Does not impose personal judgments and expectations on families / individuals
- Participate in department and agency meetings and events as required.

QUALIFICATIONS:

- Personal Support Worker Diploma
- Minimum 2 years' experience working with frail seniors, persons with Alzheimer disease or a related dementia and adults with disabilities.
- Demonstrated understanding and commitment to supporting individuals from diverse cultures, experiences and backgrounds
- Good communication skills in English (both written and verbal)
- Ability to work independently and to be flexible
- Willingness to work all shifts, including weekends and statutory holidays
- Commitment to the care of clients

- Valid certificates in Standard First Aid and CPR
- Valid clear Vulnerable Sector Screening Report

Salary: Start Rate: \$16.47 (Job Rate: \$16.68) per hour plus 4% vacation pay. This position is a member of CUPE Local 2497

To apply please send your resume and cover letter Quoting File # **17-Seniors-03** **by May 18, 2017** by email at hr@dixonhall.org or by regular mail attention to:
Human Resources
Dixon Hall Neighbourhood Services
192 Carlton Street, Toronto ON M5A 2K8

Dixon Hall Neighbourhood Services is committed to developing an inclusive selection process and work environment. If contacted, please advise the hiring manager if you require any accommodation during the interview process. The hiring process is governed Dixon Hall Neighbourhood Services Race Relations and Employment Equity Policies.