

Job Posting

Job Title :	5 Personal Support Workers	Status:	Relief (no standard hours)
Department:	Seniors Department	Union:	Included (CUPE Local 2497)
Start Rate:	\$20.57/hr; Level 1	File No.:	#19-SS-16
Posting Date:	September 9, 2020	Posting Close:	September 25, 2020

Dixon Hall Neighbourhood Services is a multi-service agency located in the heart of east downtown Toronto. **For 90 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.

Reporting to the Manager, Supportive Housing, the relief Personal Support Workers (PSWs) assist residents who are frail or ill with activities of daily living. PSWs follow a pre-determined service plan that usually involves a combination of personal care and essential homemaking tasks. PSWs also provide important companionship and emotional support.

RESPONSIBILITIES:

- Complete personal care tasks such as assisting residents with bathing, dressing/undressing, toileting, skin care, etc.
- Assist residents with mobility needs, including transfers, turning/positioning, exercising, and ambulation.
- Assist residents with taking pre-measured medications.
- Complete household management tasks such as laundry, grocery shopping, bed-making, meal preparation, etc.
- Respond to calls for help; assess the situation and determine initial interventions.
- Record-keeping responsibilities, e.g., entering data each shift in the staff communication log and the resident's log.
- Paper work and/or administrative duties may be required on certain shifts.

QUALIFICATIONS:

- Personal Support Worker certificate, nursing background an asset.
- 1 – 2 years of experience working with seniors and adults living with disabilities, illness or in the social service sector.
- First Aid/CPR Training an asset.
- Excellent interpersonal, personal care and household management skills.
- Strong English language skills, verbal and written communication skills; knowledge of other languages an asset.
- Knowledge of Gerontology and Mental Health issues an asset.
- Ability to respond and react in emergency situations.
- Demonstrated ability to work independently and collaboratively as part of a team.



- Satisfactory Vulnerable Sector Police Check.

To apply, please email your resume and cover letter as a single Word or PDF document to hr@dixonhall.org by **Friday, September 25, 2019 at 4:30 p.m.** quoting **File #19-SS-16** in the email "Subject" line.

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