

Job Posting

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| Job Title: | Personal Support Worker | Status: | Full-time, (6 Months) Contract |
| Department: | Housing Services | Union: | Included (CUPE) |
| Salary: | Level 1 Start Rate:\$19.97 | File No.: | #21-HS-01 |
| No. of Jobs: | Three (3) | Posting Close: | February 01, 2021 (4:30 p.m.) |
| Posting Date: | January 11, 2021 | | |

Dixon Hall Neighbourhood Services is 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.

The Housing Services Department is currently accepting applicants from qualified candidates for the position of personal support worker. Reporting to the Manager, Housing Supports. The Personal Support Workers (PSW's) assist residents who are frail or ill with activities of daily living, while following a pre-determined service plan that usually involves a combination of personal care and essential homemaking tasks. PSW's 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.
- Providing
- 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 emergencies.
- Legally qualified to work in Canada.
- 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 February 01, 2021 **at 4:30 p.m.** quoting **File #21-HS-01** 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. Dixon Hall Neighbourhood Services Race Relations and Employment Equity Policies governs the hiring process.