

THE PENTICTON AND DISTRICT SOCIETY FOR COMMUNITY LIVING

JOB DESCRIPTION

PDSCL Job Title: COMMUNITY SUPPORT WORKER

Job Family: Front Line Worker

Job Classification: Community Support Worker

Grid Level: 10

Wage Rate: As per Current Collective Agreement

Reports To: Coordinator - Community Outreach and PALS

JOB SUMMARY

Assists clients with their physical, economic, vocational, recreational, social, emotional and daily life skills development. Assists clients to achieve the greatest degree of independence and quality of life possible.

KEY DUTIES AND RESPONSIBILITIES

1. Participate in assessment, goal setting and program planning such as Personal Service Plans for individuals. Documents and implements the plan. Provides input into the evaluation of the program.
2. Evaluates client needs and develops short term plans to meet such needs with the active participation of clients and their families.
3. Assists clients to function more independently in the community. Assists clients with daily life skills, social skills and/or behaviour management. Teaches and assists clients with activities such as grooming, basic cooking, money management, shopping, household safety, pet care. Facilitates physical, recreational, educational, social and vocational activities.
4. Recognizes, analyzes and deals with potential emergency situations such as clients' aggressive behaviour to minimize potential harm to the clients and/or the public. Reports problems to the supervisor.
5. Administers medication to clients in accordance with established policy.
6. Ensures health and safety standards are maintained.
7. Reviews and evaluates clients' progress and makes adjustments to programs as required. Provides feedback and support to clients and/or their families.
8. Accompanies and/or transports clients to activities such as appointments, shopping or leisure activities.
9. Provides written and/or verbal reports regarding clients' daily activities and progress. Ensures that all required documentation is complete and accurate.
10. Identifies social, economic, recreational, physical, vocational and educational services in the community that will meet clients' needs. Maintains liaison with other agencies, professionals, government officials and the community.
11. Performs other related duties as required.

SPECIFIC DUTIES

1. As per CLBC Contracts

EDUCATION

Minimum of a diploma or equivalent certification in a college level training program related to human services or equivalent in work experience and training. Will be expected to take advantage of upgrading opportunities.

TRAINING & EXPERIENCE

Minimum (1) year recent related experience or an equivalent combination of education, training and experience

OTHER JOB REQUIREMENTS

- Proof of vaccination status
- Ability to work effectively with developmentally challenged adults.
- Ability to work cooperatively and effectively with or without supervision
- Ability to create and develop innovative and imaginative programs to assist individuals to enhance their quality of life.
- Ability to adhere to PDSCL's Code of Ethics.
- Skill in behavior management and task analysis.
- Good communication, data collection, observation and reporting skills.
- Good knowledge of community services and resources.
- Skills in training, planning and organizing.
- Solid philosophical belief in community inclusion.
- Must be able to work flexible hours including evening and weekends.
- Valid CPR/First Aid Certificate
- TB Skin Test or x-ray.
- Valid Unrestricted Class IV Driver's License
- Satisfactory Criminal Records search.
- Knowledge of fire safety and fire equipment.

I read and understand the above job requirements and responsibilities and agree to carry them out in my role as a Community Inclusion Worker.

NAME: _____

SIGNATURE: _____

DATE: _____