

JOB POSTING

Position:	Community Support Worker
Position Type:	Full-Time
Duration:	Minimum 22.5 hours per week (<i>includes evenings and weekend shifts</i>)
Department:	Home Based Services – Comprehensive Care
Closing Date:	January 31, 2022

Are you looking for a great opportunity to build your career? Are you a candidate that is passionate, self-motivated, patient and has a positive attitude, and are looking to support individuals to meet their Quality of Life goals through meaningful and creative supports?

If yes, take a look at the opportunity below.

ABOUT US:

The DDRC is a non-profit, registered, charitable organization that began in 1952. We offer programs and resources for children and adults with developmental disabilities, their friends and family, and other members of the community. The DDRC employee's role model the DDRC mission - *"DDRC promotes awareness and supports communities to include persons with developmental disabilities, thereby strengthening communities for all citizens."* If you believe in the DDRC's mission and values, we would welcome you to our team.

WHAT THE ROLE PROVIDES YOU:

The DDRC hires passionate, driven individuals who live our values and can work independently. We offer a variety of roles, competitive benefits, and a culture that supports work/life balance.

We offer semi-fixed schedules that may change based on clients needs, paid training, development, coaching, Health Spending Account (HSA), Employee and Family Assistance Program (EFAP), WCB, vacation days, free parking, statutory holidays, and Agency complimentary hours off per year.

As a Community Support Worker, you would engage in enjoyable activities, build meaningful relationships, and make a positive impact on individual's and their family's lives.

KEY RESPONSIBILITIES:

- Facilitate and support clients in implementing and evaluating personal plans and goals
- Identify progressive steps towards identified roles and goals
- Provide an engaging and positive environment for clients
- Facilitate the development of relationships and natural supports
- Provide medication and personal care support as required
- Provide behaviour support and follow outlined behaviours plans as required

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- Provide support with community inclusion including accompanying children to registered recreational or social activities; foster positive relationships within the community
- Carry out existing routines in the home: assist with homework and assignments, attend to chores and clean up after activities, meal preparation and clean up
- Support age-related developmental growth by encouraging participation in household activities to promote independence
- Complete any required documentation within outlined timeframes (Including Shift Reports, Medical Administration Reports, Incident Reports, Timesheets, etc.)
- Maintain open communication with both Team Leaders and Comprehensive Care Coordinators
- Maintain awareness of and adherence to Agency policies and procedures; work in accordance with Creating Excellence Together (CET) Accreditation Standards

WHAT YOU BRING TO THE ROLE:

- Disabilities studies certificate/diploma or similar education or equivalent experience, with a minimum Grade 12 High School Diploma
- Current Standard First Aid CPR/AED – Level C is required
- Driver's license (and vehicle) are considered assets
- Proficiency in MS Office and Outlook
- Excellent written and oral communication
- Takes accountability for work performance and ensures all mandatory certifications and training are kept current
- Participate in self-development activities to ensure ongoing learning and maintain high standards of professionalism
- Knowledge of or experience in community inclusion
- Ability to provide support to both children and adult clients
- Ability to identify issues requiring advocacy and advocate on behalf of clients and people with disabilities in general
- Ability to coordinate and access appropriate services and supports with clients and their networks
- Experience providing personal care
- Lift and transfer experience an asset
- Experience supporting clients with challenging behaviours

PERSONAL QUALITIES:

- Demonstrated values consistent with the DDRC mission
- Ability to work within a team environment
- Ability to work a variety of shifts
- Sensitivity to issues related to vulnerable individuals
- Ability to display creativity and responsiveness in supporting clients to achieve their goals
- Proven time management and organizational skills; ability to meet deadlines
- Commitment in supporting clients to explore and fulfill their full potential
- Demonstrating inclusion and advocacy



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WORKING CONDITIONS:

- Travel to all quadrants and communities with Calgary City Limits year round
- Working independently within both the community and client homes
- Attending team meetings and other commitments within the DDRC office

DDRC VALUES:

- We value diversity;
- We believe individuals have a right to explore and fulfill their potentials;
- We recognize the need for accountability and responsibility; and
- We foster an environment of respect, acceptance, accessibility, and interdependence.

Please submit your resume and cover letter to: employment@ddrc.ca
citing " DDRC-21-17W-HBS-CSW " in the subject line.

DDRC is an equal opportunity employer. We thank all candidates for their interest. Only those selected for an interview will be contacted. We regret that we are unable to accept telephone inquiries.