

## COMMUNITY LIVING AJAX-PICKERING & WHITBY

### JOB POSTING

POSTING NO: 17-03

DATE: February 8<sup>th</sup>, 2017

POSITION: PART-TIME RESIDENTIAL COUNSELLOR

RESIDENTIAL SERVICES LOCATION: Residential Homes in the Durham Region (Ajax, Pickering, Whitby, Burketon)

REPORT TO: PROGRAM SUPERVISOR

#### JOB SUMMARY:

- Responsible for assisting an individual with a developmental disability to maintain a life-style of choice with respect and dignity for the particular person in their home;
- Provide a home-like environment for the individual being supported, ensuring that individual's rights are respected;
- Facilitate the development of skills in everyday life and support the promotion and maintenance of health and well-being of the individuals in service;
- Assist the individual being supported in obtaining services within the community including accompanying them to medical or specialist appointments;
- Assistance to individuals in accordance with their Person Directed Plan;
- Perform various administrative duties (i.e. financial, health & safety, medication, property inspections, writing reports) as required;
- Provide a safe environment for individuals by making sure that policies, procedures and safety protocols are adhered to and posted as required;
- Attend staff meetings and training events;
- Promote a positive image of CLAPW within the community;
- Perform other duties as assigned.

**EDUCATION REQUIRED:** DSW designation or equal training/degree.

#### GENERAL REQUIREMENTS:

- Commitment to equal citizenship and the inclusion of all citizens in our society;
- Commitment to the Vision, Mission, and Values of the Association;
- Ability to engage and support people based on a person-centred approach;
- Maturity and flexibility, good personal judgement in dealing with people;
- Ability to communicate verbally and in writing in a clear and concise manner;
- Ability to work effectively in a team environments;
- Proven ability to work independently;
- Proven ability to work under pressure, experience dealing with emergency and crisis situations;
- Proven understanding of safety policies and protocols and ability to implement them when necessary;
- Valid certificate and demonstrated proficiency in First-Aid, CPR, and Safe Management;
- Valid driver's license;
- Access to vehicle would be an asset;
- Availability for day, evening and or weekend work as needed.
- Demonstrate regular attendance at work.

#### PREVIOUS EXPERIENCE:

- Experience with community development and agency individualized planning process.
- Experience supporting persons with developmental disabilities to work, live, travel, and recreate in integrated community settings;
- Commitment to, and experience with, non authoritarian, mutually respectful and interdependent approaches to supporting people;
- Knowledge and experience with dual diagnosis, behavioural interventions, psychotropic medications and medical resources;
- Experience working with families, advocates, other services, and community leaders;
- Demonstrated communication, interpersonal and counselling skills.

**WAGE:** \$20.62  
**HOURS OF WORK:** Days, Evenings and Weekends  
**START DATE:** A.S.A.P.  
**APPLY TO:** Ruth Alambo, Program Supervisor  
**DEADLINE:** Ongoing

**THIS POSITION IS OPEN TO MALE & FEMALE APPLICANTS. ALL APPLICATIONS MUST BE IN WRITING & ACCOMPANIED BY A RESUME. APPLICATIONS IN ANY OTHER FORM OR MANNER WILL NOT BE ACCEPTED.**  
**EQUAL OPPORTUNITY EMPLOYER**