

FUTURE FOCUS PROGRAM SERVICES INC.

Community / Residential Support Worker

Classification: Community Support Worker

Grid Level: 10

JOB SUMMARY

Based on the emotional, physical and mental needs of the Individual, the CRSW assists Individuals in their home and in the community. Plans, develops and implements leisure/recreational social life skills. Creates safe, fun and enjoyable atmosphere.

JOB DUTIES

- *Implement the goals specified in the Individual Program Plan (IPP) under the supervision of the Supervisor.*
- *Implement established protocols for Individuals as directed.*
- *Protect and promote the welfare, dignity and individual rights of Individuals at all times*
- *Encourage and facilitate the participation of Individuals in their program.*
- *Provide each Individual with meaningful companionship, observation, safety and conservation.*
- *Provide basic health and personal care for each Individual.*
- *Ensure the Individuals surroundings and personal effects are clean, tidy and serviceable.*
- *Supervise Individuals exercise routines, setup and provide leisure activities for Individuals and accompany Individuals on outside recreational activities.*
- *Perform other duties related to individuals care.*
- *Be required to transport individuals in own (or provided) vehicle and assist in and out of the vehicle.*
- *Assist or administers medications as needed.*
- *Maintain awareness of any problems (medical, behavioral or other)*
- *Provide care services including transferring, lifting, bathing, feeding, suppositories, enemas, and personal care as needed.*
- *Maintains up to date knowledge and skills level regarding new trends in activities and programming.*
- *Maintain a professional manner at all times in the performance of duties and practice.*
- *Communicate all observations in writing (through log notes and or verbal at shift change.*
- *Record all fluid and food intake and output during shift as needed*
- *Collect specimens such as urine, feces and sputum as needed.*
- *Transport Individuals in wheelchairs as needed.*
- *Restock inventory.*
- *Clean and sterilize equipment.*
- *Perform program household chores such as laundry, snow shoveling, grocery shopping, gardening, and cooking as needed.*
- *Possess basic computer and typing skills.*
- *Perform other related duties as required.*

FUTURE FOCUS PROGRAM SERVICES INC.

REQUIREMENTS

- *Human Services Certification or equivalent training and/or experience.*
- *Current First Aid /CPR certification*
- *Ability to work well with others in a team approach and adapt to changing situations*
- *Physically capable of performing assigned duties with a flexible work schedule inside a 24hour /day- 7 day/week operations*
- *Ability to meet and maintain health requirements as per Long Term Care Legislation(TB and other immunizations as required, flu vaccines, doctors physical aptitude)*
- *Knowledge of and abilities in transferring, lifting, and other attendant care.*
- *Knowledgeable regarding the Health Care Plan process and its application, including the assessment, planning, implementation and evaluation*
- *A well-defined sense of diplomacy , including solid negotiation, conflict resolution and people skills*
- *Computer literacy*
- *Physical ability to lift and support Individuals*
- *Ability to rotate shifts*
- *Excellent team work and team building skills*
- *High degree of resourcefulness, flexibility and adaptability*
- *Able to effectively communicate both verbally and in writing*
- *Politically and culturally sensitive*
- *High level of critical and logical thinking ,analysis and/or reasoning to identify underlying principles, reasons or facts*
- *Strong morals and ethics, along with a commitment to maintain boundaries at all times.*
- *Must be able to be depended upon to plan and organize work effectively and ensure its completion.*

FUTURE FOCUS PROGRAM SERVICES INC.

WORK CONDITIONS

May be exposed to infectious waste, diseases, conditions etc., including exposure to HIV/AIDS, Hepatitis B and Herpes virus

Interacts with residents ,family members staff, visitors and government agencies

Travel may be required

Overtime as required

Intermittent physical activity including walking, standing, sitting, lifting and supporting Individuals.

Employees Signature:	Date:
Director/Program Signature:	Date:
HR/Manager Signature:	Date: