

Community Connections Support Services

275 Rutland Road North
Kelowna, BC V1X 3B1
t: 250.491.2907
f: 250.491.2920

15B View Street
Nelson, BC V1L 2T9
e: mail@commconn.ca
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RPO PO Box 20004
Tamarack Mall
Cranbrook, BC V1C 6K5
toll free: 1-888-491-2907

Community Connections Support Services Job Description

Job Title: Residential Support Worker

Classification: Residence Worker

Grid Level: 10

Job Summary: Assists the people we support to live successfully in a residential setting. Ensures that the people that we support have their physical, emotional social, educational and medical needs met. Assists the people we support to enhance the quality of their life with activities of daily living and the development of life skills.

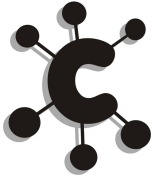
Reporting Relationship: Residential Support Workers report to the Service Coordinator.

Standards of Performance:

1. Will have respectful interactions with the people receiving services, their families and advocates, co-workers, the funding source, and the community in general to maintain an effective Residential and Community Support Service.
2. Will establish and maintain effective working relationships and lines of communication with people receiving services, their families and advocates, the funding source, other agencies and service providers, and the community in general.
3. Will participate in setting a climate that supports the people we support, and our fellow support workers by promoting dignified support and functioning lines of communication between all involved parties.
4. Will ensure support is always rooted in the choices, needs, health, and personal vision of the people we support.
5. Will ensure a climate of respectful support rooted in the understanding that locations are FIRST AND FOREMOST A HOME AND COMMUNITY.
6. Will maintain a professional and responsive point of contact with all stakeholders.

Details of Function:

1. Will participate in an orientation and ongoing training events especially related to facilitating non-paid relationships and community inclusion.
2. Will provide supports which will promote dignity, choice and ownership for the people we support.
3. Will provide one to one attention, support and education in the following areas:
 - a) social interaction



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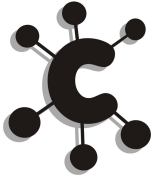
- b) relationship building
- c) communication
- d) coping and problem solving
- e) emotional support
- f) recreation and leisure
- g) community awareness and accessibility
- h) personal safety and safety awareness
- i) assisting with physiotherapy and occupational therapy exercises as directed by physio/ occupational therapists
- j) health care, personal care and medication administration
- k) routine home activities
- l) transportation and facilitation of community activities

as outlined in this service's contract for services and directly reflecting the personal choices and needs of the people we support.

4. Will facilitate non-paid relationships and community inclusion, rooted in all areas of service.
5. Will liaise with and provide relevant support to each person's family, community services, professionals, the funding source, family members, and relevant others as required.
6. Will provide life skills training such as meal preparation, housekeeping, personal care skills and personal finance and will implement individualized service plans.
7. Will prepare all required documentation objectively and monitor all other documentation as required.
8. Will utilize typical generic services with the provisions of supports needed to make these functional for the individuals served.
9. Will perform residence maintenance and housekeeping duties such as laundry, sweeping, mopping floors, mowing lawns, inventory, shopping, cleaning equipment and food services.
10. Will participate in person's case management team by assuring prep work is completed, goals and plans are followed through and that the people we support have a voice in this process.
11. Will participate in performance reviews of one's own work.
12. Will attend and participate in scheduled team meetings and ensure minutes are recorded (as required).
13. Will report to the Service Coordinator and/or Director and document all critical incidents immediately.
14. Will follow all Community Connections Support Services policies and procedures (including safety, emergency, and behavioural policies and procedures).
15. Will assist in the management of the personal finance program costs of the people we support and maintain current financial records.

Qualifications and Competencies:

1. Strong personal values based on self determination, autonomy, and dignity for all individuals.
2. Strong interpersonal skills.



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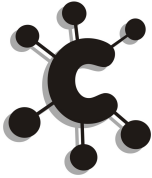
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3. Minimum 2 years post secondary education in field of human services (i.e. HSW diploma) or equivalent combination of education and experience.
4. Minimum 1 year experience in community-based human services or equivalent combination of education and experience.

Additional Skills and Requirements:

5. Demonstrated skills in working with individuals and families utilizing services.
6. Will have a valid class 5 B.C. drivers license and First Aid certificate, 2 million dollars liability auto insurance, business auto insurance (if you use your vehicle at work more than 4 days per month) and successfully complete a Criminal Record Check and Driver's Abstract.
7. Proficiency in applicable computer software and programs.



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