

Job Posting

Part- Time Direct Support Facilitator – Group Living **(4 Positions)**

Organizational Overview

Community Living Hamilton began when a group of mothers came together in a church basement to explore how they could support each other and their sons and daughters with special needs. More than 60 years later, their determination, spirit and support are reflected in our wealth of programs and services that help build great lives. These include:

- Community day programs where people with developmental disabilities can plan and participate in social, recreational and skills development activities.
- Fee-for-service options such as weekly social gatherings and skills-building sessions.
- Essential respite care that eases the burden on caregivers and provides a safe, enjoyable experience for kids and adults.
- Residential care through group homes, family homes and support for independent living.
- Resource teachers and facilitators who support the inclusion of kids in licensed childcare settings.
- Valuable employment services, supports and more.

Position Summary

Direct Support Facilitators - Group Living provide support and assistance to clients within our group living settings, delivering social, recreational and learning based activities within the community.

Hours of Work (4 Positions)

Position 1	Sunday: 12:00am - 8:00am (sleep) Monday: 12:00am - 6:00am (sleep); 6:00am - 8:00am (awake); Monday: 10:00pm - 12:00am (awake) Tuesday 12:00am - 6:00am (sleep); 6:00am - 8:00am (awake)
Position 2	Friday 12:00am - 6:00am (sleep); 6:00am - 9:00am (awake) Saturday 8:00am - 4:00pm Sunday 8:00am - 4:00pm
Position 3	Saturday 12:00am - 8:00am (sleep); 8:00am - 10:00am (awake) Sunday 12:00am - 8:00am (sleep); 8:00am - 10:00am (awake)
Position 4	Saturday 10:00am - 10:00pm Sunday 10:00am - 10:00pm

Position Details

Client Service:

- Facilitates a client-centred approach that fosters collaborative decision making with clients. Builds on the strengths of clients to encourage skill development, self-determination and inclusion within the community.
- Encourage skill development and integration of goals into on-going service delivery.
- Knows, respects and advocates for the rights of clients.
- Builds an effective professional rapport with clients by focusing on respect, dignity, inclusion, and maintaining personal boundaries.
- Personal Care
 - Assists clients with personal hygiene, with consideration for and attention to the respect and dignity of the individual.
 - Maintains awareness of client medical needs and administers medication within the scope of CLH policy and procedure, including accurate documentation.
- Programming
 - Regular implementation of program activities and client goals.
 - Networks in the community to develop inclusion opportunities.
 - Activities of Daily Living
 - Participate in meal planning, with consideration for nutrition, budgeting, client preferences and dietary restrictions, working collaboratively with co-workers.
 - Prepare and cook nutritious and varied meals, integrating client goals where appropriate.
 - Assist clients with personal finances, facilitating opportunities to purchase the goods and services of their choosing.
Include clients in maintaining the upkeep of the home, such as cleaning, yard work, and waste disposal, contributing equitably as a member of the team.

Communication:

- Gathers, maintains, and shares information as appropriate using a variety of formats (written, verbal) with all stakeholders.
- Seeks out important information, attempting to gain a better understanding of program activities and clarify expectations.
- Provide appropriate positive feedback to clients, supervisors, co-workers and external parties.
- Displays conduct in the community that enhances the reputation of clients and Community Living Hamilton.
- Ensure all documentation and reporting is completed in a manner which adheres to regulatory requirements and internal policy, using professional and objective language.
- Seek information from appropriate sources to gain a better understanding of activities and clarify expectations.

Teamwork:

- Treat all colleagues with respect, kindness and understanding.
- Foster a welcoming and professional workplace which recognizes the skill, experience, and contributions of other team members.
- Participate regularly in team meetings and review team meeting documentation
- Share information with all team members and/or other teams to facilitate learning and promote consistency of care.

Quality:

- Ensure the safety, security and wellness of clients, co-workers, and visitors.
- Commit to act in compliance with all applicable legislation, and contribute to identify areas for improvement.
- Participate in ongoing professional development, including required training.
- Promote and demonstrate the Vision and Mission of Community Living Hamilton within the workplace and the broader community.
- Work in compliance with the Occupational Health and Safety Act and Regulations and the Community Living Hamilton Health and Safety Policy.
- Report all workplace hazards and support Community Living Hamilton to continuously improve the safety of the workplace.
- Maintain confidentiality at all times.

Qualifications

- Post-secondary education as a Developmental Service Worker, Social Services Worker or equivalent.
- Prior experience working in the developmental services field, ideally working with adults in a residential or respite setting.
- Certified in First Aid certificate
- Knowledge of, and commitment to, the philosophy of inclusion
- Knowledge of the Services and Supports to Promote the Social Inclusion of Persons with Developmental Disabilities Act, 2008.
- Thorough knowledge of developmental disabilities and behaviour management.
- Excellent observation skills and written and verbal communication skills
- Proven ability to demonstrate cultural competency with the ability to address service needs in a diverse client group
- Fluency in a language other than English preferred
- Experience with diverse client groups preferred (age, culture, program type, etc.)
- Additional formal training in mental health/dual diagnosis preferred
- Additional formal training in additional topics relevant to the position strongly preferred

Core Competencies

Advocating for Others	Working with Others
Helping build understanding and awareness to remove barriers and achieve inclusion.	Communicating to reach understanding in others and yourself and then working together to meet shared goals.
Creativity, Problem Solving & Decision Making Understanding a situation, exploring options and making the best choice to achieve success.	Helping Others Achieve Providing support and guidance to others, building on strengths and encouraging others to work towards their goals.
Initiative Taking the action needed to follow through on plans and act on opportunities and address concerns.	Interpersonal Relationships & Respect Dealing with people in a sensitive and respectful manner. Listening & understanding perspectives.
Resilience Continuing on, even in difficult situations and being willing to take a stand for what is right.	

To apply, please forward your resume to: humanresources@clham.com

by the application deadline of September 9, 2018.

Community Living Hamilton welcomes applications from candidates with disabilities. Accommodations are available on request for candidates taking part in all aspects of the selection process.

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