



POSITION:	Disability Services Support Worker
LOCATION:	Various Program Locations within City of Grande Prairie
REPORTING TO:	Disability Services Team Lead/Program Manager
Date:	August 24-2022
DESCRIPTION:	
<p>The Disability Support Worker will work directly with clients that have permanent, episodic or temporary intellectual, psychiatric, cognitive, neurological, sensory or physical impairment, or a combination of those impairments, which hinder their full and effective participation in society.</p> <p>The support worker will assist the client to achieve an optimum quality of life and gain independence by assisting them to achieve their daily living needs, enhancing their life skills, addressing health and mental needs, engaging in meaningful activities and building positive social and community relations.</p>	
RESPONSIBILITIES:	
<ul style="list-style-type: none"> • Practice fidelity to the Disability Services program model. • Successful completion of Orientation and other core training required to fulfill duties. • Participate in client Individual Support Plans (ISP). • Review and discuss client service plan with Team Lead and/or Program Manager; follow through with implementation of plan and risk assessment(s). • Establish rapport and build a relationship with client. Ensure client is fully informed of what the support workers role is. • Exude and promote integrity within the Disability Services program. Ensure this virtue is maintained throughout each Individualized Support Plan and during each interaction with the client. • Promote and maximize self-sufficiency and independence of the client, rather than dependence, encouraging client to self-actualize. • Facilitate and promote full inclusion and participation of client in daily activities. • Assist client in maintaining their home. Cooking, budgeting, ensuring it's clean and safe. • Assist and accompany client in attending to needs, such as appointments and grocery shopping. • Continual review, evaluation and documentation of client progress within their case plan. • Deliver services with safety, respect and effectiveness; utilizing strong organization and time management skills daily. • Practice only within the boundaries of skill, education, knowledge base and experience. Providing services for which you are competent. • Keep Team Lead apprised of any client challenges or concerns. 	

- Possess strong initiative, commitment and enthusiasm, with the ability to solve challenges creatively and ethically.
- Maintain effective and respectful communication skills both written and verbal.
- Ensure clients are aware of their right to submit a grievance and understand the grievance process.
- Adherence to FOIP.
- Transport and accompany client to meetings, appointments or otherwise as deemed necessary within the client service plan.
- Timely submission of forms and documentation to Team Lead/Program Manager (time sheets, mileage, request for leave, incident reports, contact notes and client logs etc.)
- Make every effort to attend staff meetings.
- Follows all policies and procedures of the organization.
- Maintain a valid class 5 driver's license, reliable vehicle and adequate insurance coverage.
- Perform other duties as assigned.

QUALIFICATIONS:

- Grade 10
- Valid driver's license and have access to a reliable vehicle, with appropriate insurance
- First Aid and CPR

EXPERIENCE:

- Minimum of 1 year's experience working with vulnerable populations including people with mental health issues, substance use issues and complex needs

Skills and Abilities:

- Ability to deal with the public in a positive, courteous, and respectful manner
- Maintain effective and respectful communication skills both written and verbal.
- Organize and maintain participant case files in a timely fashion.
- Follows all policies and procedures of the organization.
- Ability to handle changing schedules and priorities, with-high level prioritization skills
- Strong work ethic and organizational planning skills with attention to detail
- Ability to work independently or as part of a team
- Ability to act with discretion and maintain confidentiality
- Fluent in the English language

PLEASE FORWARD YOUR RESUME COMPLETE WITH REFERENCES TO:

info@gpcmha.ca