

Employment Opportunity

Job Title: Caregiver Support Worker Job Posting # CSW/GP-010/2018-19	Date Posted: January 23, 2019	Report to: Supervisor, Geriatrics Program Position Type: Full Time
	Date Closed: February 6, 2019	

About Organization:

Punjabi Community Health Services (PCHS) is a pioneer community based not for profit, charitable organization. PCHS has been fulfilling needs of the diverse communities for the past 28 years by providing services in the areas of addictions, mental health, geriatric, health promotion, domestic violence, parenting, settlement and services for women, children and youth. PCHS has a number of research studies to its credit and is recognized as an innovative organization for community development and for its Integrated Holistic Service Delivery Model. PCHS is accredited by Commission of Accreditation Rehabilitation Facilities (CARF) International and Imagine Canada.

About Position:

The Sahara Caregivers Support and Respite Program is committed to educate caregivers on multiple health concerns faced by seniors. This position will educate caregivers to keep seniors away from hospitals and long term care facilities and also to keep them healthy and at home as long as possible. Promoting positive healthy lifestyle as well as providing culturally and linguistically appropriate educational sessions are the essential components of the program. Caregiver Support Worker will be responsible to develop, plan, implement, report and evaluate the several components of the The Sahara Caregivers Support and Respite Program.

Qualifications and skills:

- College diploma in social work and equivalent education
- A combination of skills, experience and academic qualifications will be considered
- Experience working with South Asian population
- Sound knowledge of healthy lifestyles and Health and safety standards
- Demonstrate problem solving and decision making skills
- Strong networking and facilitation skills
- Excellent oral, written and presentation skills
- Ability to work independently, as well as with multi-disciplinary teams, both internally and externally
- Proficient in Microsoft Office and Outlook
- Fluent in Punjabi or Hindi or Urdu languages (in addition to English)

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- Current CPR/First Aid certification
- A valid Canadian driver's license, access to reliable vehicle and insurance and has the ability to travel within the Central West LHIN or adjacent regions as required
- A satisfactory Vulnerable Sector Screening (police record check) report

Responsibilities:

- Develop, plan and implement educational activities for caregivers
- Ability to arrange logistics for running the group program (including refreshments)
- Networking skills to coordinate with stakeholders to organize need based informative sessions/workshops /trainings for caregivers
- Provide training /orientation to the program volunteers/students
- Write program updates for the newsletter and media
- Conduct/liason meetings with community groups and service providers
- Conduct outreach activities, public events and set up display tables at community events
- Develop and maintain strong working relationships with hospitals, health care professionals, and the community-at-large
- Regularly update Client Record Management System (CRMS) and complete Screener for assessment
- Capability to handle health and safety /other crisis related to Sahara Caregivers Support and Respite Program program
- Maintain appropriate record-keeping/documentation and client files, statistical and outcome measurement tools as required by PCHS policies and procedures
- Attend and actively participate in team meetings, other client related meetings and program meetings as required
- Assist with the development, implementation and evaluation of the program
- Conduct Inter-RAI CHA assessments and develop individualized care plans for the caregivers and the care receivers
- Work closely with the Respite Workers (Personal Support Workers) to develop appropriate individualized care plans for the care receivers; address and review ongoing client needs and develop respite schedules (based on the assessments conducted)
- Prepare, plan and conduct caregivers workshops and educational sessions in the community

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- Comply with the organizational policies and procedures; funding guidelines and accreditation standards
- Represent PCHS at various partnership, collaboration and network meetings
- Attend ongoing training opportunities with regards to the enhancement of the Program
- Other related duties as assigned

Hours: Full time, some evenings and weekends work is required.

Position to commence: February 18, 2019 or earlier

Please submit resume by February 6, 2019 to the Hiring Committee at:

E-mail: jasmin@pchs4u.com

Please add Job Posting # CSW/GP-010/2018-19 to the email subject line and cover letter.

PCHS offers a competitive salary and a benefits package, including medical and dental benefits. We also offer an attractive and rewarding work environment. We appreciate the interest of all applicants, but only those under consideration will be contacted for an interview.

PCHS is committed to diversity in its workplaces and welcomes applications from all visible minority groups, women, LGBTQ, Aboriginal persons, persons with disabilities among other self-identified diverse groups. We also provide accessible employment practices that are in compliance with the Accessibility for Ontarians with Disabilities Act ('AODA'). If you require accommodation for a disability during any stage of the recruitment process, please notify Human Resources at jasmin@pchs4u.com