

Scarborough Centre for Healthy Communities (SCHC) is dedicated to meeting the diverse, holistic health needs of the people of Scarborough by addressing the physical, mental, social, financial and environmental aspects of their health. Through the promotion of healthy lifestyles and delivery of a comprehensive range of culturally competent health and social services, we cultivate vital and connected communities.

We are currently looking to hire a:

**1 – Home Makers Positions
(Unscheduled Casual)**

Reporting To: Clients Services Manager

Department: Home Support

Purpose:

- To provide housekeeping and home management services to clients, which include cleaning, doing laundry, washing dishes, light meal preparation.
- To be an advocate for clients to obtain their goals in relation to the program.
- To be a contributing member of the program in delivering client-focused care/service based on best-practice principles.
- To be an integral member of the program in delivering funder's expectations.
- To liaise for clients and others by providing relevant information about Home Support and other SCHC services.

Key areas of responsibility:

- Apply critical thinking with client's issues and situations based on safety and best-practice principles.
- Communicate effectively with clients, co-staff and management and other health care providers.
- Channel communication appropriately within the program and SCHC.
- Deliver Home Support Program services efficiently within scope of practice.
- Adhere to SCHC Home Support Program principles and policies & guidelines.
- Attend mandatory in-service education sessions specific to the program via classroom and/or online completion.
- Engage and participate in scheduled Scarborough Centre for Healthy Communities and Home Support Program events/activities.
- Perform other duties as assigned that are reasonable within the scope of the job

Scope and Accountability:

- Report immediately to Home Support Coordinator/Manager any emergencies relating to Home Support Program clients.
- Responsible to provide household maintenance.
- Complete timesheets accurately and submits them to SCHC on a weekly basis.

Educational and/or Professional Qualifications:

High school Diploma. Home Management training

Level of Experience:

Two to three years' experience in providing homemaking services with seniors in a community setting

Skills and Attributes:

- Requires good judgement, ability to work independently and function as a team member contributing to the growth of the team
- Ability to multi-task when delegated
- Strong communication, verbal, listening and writing skills
- Flexibility and ability to work all shifts
- Good assessment and critical thinking skills
- Oral and/or written fluency in other languages is a definite asset

Significant Working Conditions:

- Ability to transport including lifting/carrying/pulling up to 25 lbs. or more with assistance.
- Ability to travel between clients in community
- Flexibility of hours - Required to work different shifts (day, evening, night and weekend shift).

Remuneration: \$16.92 - \$19.22

Pay Band: H

Please note: All other conditions of employment are set out in the collective agreement between SCHC and SEIU.

Please reply in confidence to HR:

By email: hr@schcontario.ca

Note: Please quote *HR Worker – Community Health Team* Position in the subject line.

Deadline: *Candidates are invited to apply no later than by December 20th 2018*

All applications must be received by this date for consideration.

We would like to thank all applicants; only those invited to interviews will be contacted.

Scarborough Centre for Healthy Communities is strongly committed to diversity within its community and inclusive workforce that reflects the communities that we serve. SCHC encourages applications from visible minority group members, women, aboriginal persons, persons with disabilities and members of sexual minority groups.

In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), SCHC will provide accommodation in all parts of the hiring process as required, upon request from applicants

For more information about our programs and services, please visit our website at www.schcontario.ca.

