

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:

**3 – Homemaker Positions
(Unscheduled Casual)**

Reporting To: Community Supports Manager

Department: Service Arrangement Coordination, Home Support Program

Purpose:

- To provide housekeeping and home management services to clients, which include cleaning, 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, caregivers, colleagues, management and other health care providers.
- Communicate any issues, concerns, challenges with program coordinator.
- Deliver Home Support Program services efficiently within scope of practice.
- Adhere to SCHC Home Support Program principles, policies and 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 regularly and in emergency situations to the Service Arrangement Coordinator or Manager any emergencies relating to Home Support Program clients.
- Responsible to provide household maintenance.
- Complete timesheets accurately and submits them to SCHC on a biweekly basis.

Educational and/or Professional Qualifications:

High school diploma or equivalent
Hospitality industry training/experience an asset

Level of Experience:

Two to three years' experience in providing homemaking services with seniors in a community setting
Hospitality industry experience an asset

Skills and Attributes:

- Ability to communicate fluently in English including verbal, written and reading comprehension skills.
- 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
- Flexibility and ability to work all shifts
- Ability to travel within Scarborough
- 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 Scarborough 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.