

INCLUSION POWELL RIVER

JOB DESCRIPTION

Job Title: ASLEEP – RESIDENTIAL CHILD CARE WORKER

Job Contribution:

The Asleep - Residential Child Care Worker sleeps through the night, waking only to attend to unusual circumstances and provides assistance with morning and evening routines. The Asleep - Residential Child Care Worker is a dedicated and knowledgeable member of a comprehensive organization wide support team. As such, when deemed qualified with appropriate skills and abilities, he/she may provide services to individuals in related programs, when required. The Asleep - Residential Child Care Worker participates in ensuring that the strategic goals of the agency are met.

Division: Residential Services

Reporting Relationship: The Asleep - Residential Child Care Worker reports to the Senior Residential Child Care Worker

Grid Level: 5 – Asleep Residential Night Worker

KEY DUTIES AND RESPONSIBILITIES:

1. Sleeps through the night hours but is required to wake in order to attend to unusual night-time needs that arise with the residents.
2. Supports residents with their morning and evening routine such as washing, brushing teeth, combing hair and assisting the residents in the preparation of their breakfast.
3. Administers medication to residents in accordance with established policy.
4. Responds to emergencies in accordance with established policies and procedures.
5. Maintains an up-to-date and practical knowledge of all safety and emergency procedures as outlined in INCLUSION POWELL RIVER policies and procedures and in Work Safe BC regulations. Implements safety and emergency procedures as outlined.
6. Performs housekeeping duties and basic building and grounds maintenance. Reports maintenance needs to the Manager. Involves residents in these activities.
7. Promotes positive relationships with family members, neighbours, friends and other community members.
8. Assesses and interprets behaviour accurately and provides appropriate support in keeping with the individuals history, personality and strategies described in Individual Plans. Provides lay counselling support as appropriate for each individual.
9. Provides life skills training in areas requested by the individual.

10. Maintains records and statistics as required by the program CLBC or other funders, CARF Standards, or as requested by the Residential Manager or Administration office. Ensures all required documentation is accurate, complete and timely and in keeping with INCLUSION POWELL RIVER standards. Uses Sharevision proficiently to maintain the records of persons served, to keep others involved with the individual up to date and to stay current with agency and program updates reported in Sharevision Announcements and on the program home page. Checks e-mail regularly. Adheres to INCLUSION POWELL RIVER technology policy and policy related to records of persons served.
11. Responds immediately to emergencies in accordance with INCLUSION POWELL RIVER policies and procedures using common sense and good judgement at all times.
12. Participates in all required training including instruction for behavioural support, augmentative communication development and use and transfer of function required for providing specific health care tasks.
13. Fosters positive working relationships with fellow team members and other staff of INCLUSION POWELL RIVER. Develops and maintains a positive relationship with Manager and the INCLUSION POWELL RIVER leadership team.
14. Adheres to INCLUSION POWELL RIVER Policies and Procedures, the Service Principles, Community Care Licensing Regulations and appropriate Ministry guidelines and ensures that all of these important documents form the basis for all work performed.
15. Strives to maintain an up-to-date knowledge in the field and participates actively in the evaluation process and in training opportunities. Contributes to a learning organization by self reflecting on his/her practice, sharing ideas and contributing to planning and discussions about service, and seeking input and support when concerns or questions arise.
16. Review the Cultural Diversity Plan annually and participate in training provided by INCLUSION POWELL RIVER.
17. Routinely promote INCLUSION POWELL RIVERs commitment to diversity and respect for cuyltural diversity in how we interact with clients and colleagues.
18. Performs other related duties as assigned.

REQUIRED QUALIFICATIONS:

- Grade 12
- Education in Human Services field
- Three (3) months experience providing service to children/youth, experience with disabilities.

REQUIRED ABILITIES

- An ability to provide a good standard of care to other people's children.
- An ability to promote healthy development including emotional, physical, sexual and educational.
- An ability to recognise the needs of children/young people and to prioritise these needs.

- To develop and maintain a secure, healthy relationship between the child/young person and yourself.
- An ability to work well with all those people in a child or young person's network, including the child's family, social worker, other professionals and people who are significant to a child or young person.
- A knowledge of child development and an ability to provide experiences which will stimulate a child/young person and provide opportunities to develop new skills.
- An ability to manage the health needs of children and young people in a proactive way and encourage the child to value their own health.
- An ability to encourage full participation in educational activities, and to work together with education professionals.
- An ability to transport children and young people to and from school and other educational activities.
- An ability to set appropriate boundaries and manage a child or young person's behaviour without the use of physical or other inappropriate punishment.
- An ability to listen and communicate with children and young people in ways appropriate for their age and understanding.
- A respect for the child or young person's origins, religion and culture and a willingness to learn more and to enable the child or young person to participate in cultural and religious activities

REQUIREMENTS FOR ONGOING EMPLOYMENT:

- Criminal Record Search renewable every 5 years
- Medical doctor's letter of good physical and mental health.
- TB test.
- Hepatitis B Vaccine where applicable
- A valid Work Safe BC approved First Aid Certificate
- Valid unrestricted Class 4 BC driver's license

This position is required to work alone in a stressful environment sometimes supporting clients in crisis situations. This position requires extremely good judgement to balance the need to take risks and promote learning with the need to exercise caution in potentially challenging or unsafe situations. This position requires a moderate level of physical fitness to effectively carry out the duties of the position and a high energy level to effectively manage 24 hour shifts.

ERGONOMIC CONSIDERATIONS:

In the execution of duties, the Residential Child Care Worker is required to use proper body mechanics and refer to INCLUSION POWELL RIVER policies and procedures including the Risk Assessments, Risk Analysis and other instructions in the program.