



DR. HAROLD S. TREFRY MEMORIAL CENTRE

A Division of The Corporation of the Township of St. Joseph
Seniors and Persons with a Disability Services



Personal Support worker/Homemaker

General Job Description:

The personal support worker /homemaker provides a range of in-home services for high-risk seniors and persons with a disability that will assist them to remain in their own homes living independently and reduce visits to the emergency department. Under the service plan developed by the care coordinator, the PSW will provide the following support:

- Assistance with personal care activities such as, but not limited to, bathing, dressing, grooming, transferring, bedside care as required.
- Assistance with routine activities of daily living and supporting the safety of clients.
- Assistance with medication.
- Assistance with meal planning, preparation, and shopping.
- Assistance with light housekeeping and laundry.

REPORTS TO: Manager, Seniors and Persons with a Disability at the Dr. H.S. Trefry Memorial Centre

BASIC JOB REQUIREMENTS:

Necessary

- Recognized Personal Support Worker certificate
- Clear CPIC with Vulnerable Sector Verification
- Valid Driver's License and reliable vehicle to be used in the course of employment.
- Immunization recommended.
- Physical ability to perform assigned duties.
- Certificate – Food Safety Awareness Program recognized by a Public Health Unit (or ability to obtain).
- Valid CPR and First Aid certificates

Experience

- A minimum of 2 years direct experience working in a long-term care setting or home care.
- Experience in meal preparation and light housekeeping.

Special Skills

- Excellent interpersonal skills
- Well-developed communication skills (written and oral)
- Effective time management skills
- Problem solving abilities and an understanding of the needs of the elderly, persons with a disability, and other vulnerable individuals.
- Excellent organizational skills
- Ability to follow direction and work independently, exercise good judgement and prioritize daily tasks.
- Ability to adapt to new environments and situations,
- Ability to work flexible hours including evenings and weekends.
- Ability to maintain confidentiality.

NOTE: This job description is not intended to be all inclusive. The employee may perform other related duties as required to meet the ongoing needs of the organization.

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Providing services to seniors and persons with disabilities which will assist them to remain in their own homes,
allowing them to maintain their dignity.

Operating in the memory of Dr. Harold S. Trefry and his devoted service to this community from 1936 until 1960.