



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:

**Personal Support Worker  
Unscheduled Part Time**

**Reporting To:** Senior Support Services Manager

**Department:** Service Arrangement Coordination, Home Supports

**Purpose:**

- To provide assistance with activities of daily living, light housekeeping and meal preparation to community-based clients.
- 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 Supports and other SCHC services.

**Key areas of responsibility:**

- Report and record client health status (physical/mental) on a daily basis, particularly that of significant concerns.
- 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 Supports 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 high quality care to clients with complex and non-complex medical condition.
- Report to Home Support Coordinator/ Manager any changes on client health and condition.

**Educational and/or Professional Qualifications:**

Personal Support Worker Certificate from a recognized and accredited school.

**Level of Experience:**

Two to three years of experience working with seniors in a community setting an asset.

**Skills and Attributes:**

- 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
- Ability to deal with clients with multiple health issues.
- Flexibility of hours - Required to work different shifts (day, evening, night and weekend shift).
- Working environment may include common spaces or residents homes which may not be smoke-free, may have pets or pests

**Remuneration:** \$22.35 - \$23.88

**Pay Band:** J

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

**Please apply in confidence by emailing a current resume to the attention of the HR Department at [Recruitment@schcontario.ca](mailto:Recruitment@schcontario.ca).**

**ONGOING RECRUITMENT**

**Note: Please quote PSW-USPT in the subject line.**

SCHC values equity, inclusion and accessibility. We welcome those who have a demonstrated commitment to upholding these values and who will assist us to expand our capacity for diversity in the broadest sense.

We encourage applications from members of groups that have been historically disadvantaged and marginalized, including First Nations, Metis and Inuit peoples, Indigenous peoples of North America, racialized persons, newcomers, persons with disabilities, and those who identify as women and/or LGBTQ2S+

Please note that all qualified candidates, eligible to be employed in Canada, are encouraged to apply.

As an employer, we strive for excellence as a workplace and are committed to building a workforce that enhances our capacity to meet the needs of the diverse communities we serve. SCHC is committed to providing a barrier-free environment for all stakeholders including our clients, employees, job applicants, suppliers and any visitors who may enter our premises, access our information or use our services. We respect and uphold the requirements set forth under the *Accessibility for Ontarians with Disabilities Act, 2005*, and its associated regulations.

For more information about our programs and services, please visit our website at [www.schcontario.ca](http://www.schcontario.ca).