



Resident Service Coordinator, SLS Full-time Indeterminate

JOB SUMMARY:

The purpose of the Resident Service Coordinator is to facilitate a broad spectrum of activities to the residents at Supportive Living Services (SLS), to teach life lessons, facilitate the learning of new behaviors to enhance resident/clients lives, to fulfill goals and achieve increased independence. The Resident Service Coordinator is a member of the client care team who provides a range of therapeutic programs and services, primarily to residents on the Supportive Living Services campus and clients in the community with cognitive disabilities. The Resident Service Coordinator is responsible for assessing, planning, organizing, implementing and evaluating the overall day programming, community inclusion opportunities and facilitation of life skills training through a client-centered multi-disciplinary approach. As a result of the assessment process, the incumbent is responsible for recreation, social programs and services that are designed to contribute to the physical, emotional, cognitive, social and spiritual needs of the individual residents and clients.

This program is comprised of 3 supportive living residences and a Day Program building. Under the direction of the SLS Program Supervisor the incumbent develops and facilitates programs that provide the physical, social and emotional support residents require to be as independent as possible in both the home environment and the community. The delivery of services has a direct impact on the quality of life and satisfaction for the residents and clients of Supportive Living Services and their families.

The Resident Service Coordinator works with community-based agencies in promoting activities and advocating for services to meet the needs of the residents at SLS and the community members associated with the program. The incumbent is also involved with individuals who are physically and mentally challenged with the goal of involving them in a range of community-based activities. The position promotes community awareness and volunteer involvement in the program.

JOB QUALIFICATIONS:

- Knowledge of Supportive Living Programs and an understanding of life plans and goals setting.
- Excellent communication skills to effectively interact with the clients/residents, family care team and the community.
- Ability to develop a network of resources within and outside the organization.
- Ability to motivate and guide residents/clients to participate in activities while being sensitive to cultural diversity.
- Ability to work independently with minimal supervision as well as part of a multi-disciplinary team.
- Knowledge of appropriate recreation and social activities for residents/clients.
- Ability to create innovative programs/activities that meet and challenge the needs of the residents/clients.
- Working knowledge of financial record keeping.
- Adequate computer skills in the areas of word processing and the ability to create posters.
- Possess a valid NWT driver's license
- Enthusiasm and a positive attitude.
- Ability to perform personal care when necessary
- Skill in defusing tense and sometimes dangerous situations
- Skill in time management
- Demonstrated leadership experience
- High degree of observing and facilitating skills
- Skill in creating a climate where residents/clients will be motivated to participate
- Knowledge of body mechanics and proper lifting techniques are required to safely support residents in daily living activities

This level of knowledge is normally acquired by completing a recognized Recreation Therapy diploma. Other therapeutic degrees, diplomas and certificates will be considered. 5 years' experience working within a group home setting, together with formal Leadership training is mandatory. Equivalent combination of training and relevant experience may be considered. Back Injury Prevention training, Handwashing and WHIMIS, Fire Safety Training with recertification as required. Occupational Health and Safety and Food Safety. Standard First Aide/CPR, Non Violent Crisis Intervention, Mental Health First Aide, Supportive Pathways, Positive Behaviour Supports with regular updates are required, when available. A copy of the full Job Description can be found at www.hayriverhealth.ca under the 'Employment' tab.

Salary: \$41.52 to \$49.58 per hour (Range 13)
Status: Full Time Indeterminate
Competition#: 096-21
Closing Date: October 26, 2021

Internal

In addition to an attractive salary, we offer a Northern Allowance of \$2.60 per hour up to \$5,282 per year. All job offers are subject to references, a satisfactory Criminal Records Check (including vulnerable sector search) and an Employee Health Risk Assessment. Only those candidates selected for an interview will be contacted.

Interested applicants may submit a resume or application, quoting competition number to: Human

Resources

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