

# *Société Alzheimer Society*

## **PERSONAL SUPPORT WORKER- RESPITE PROGRAM**

Société Alzheimer Society of Sudbury-Manitoulin North Bay & Districts

Full Time (37.5 hrs./week) Permanent

Location: West Nipissing

### **JOB SUMMARY**

The Personal Support Worker (PSW) will be responsible for the planning and implementation of the Société Alzheimer Society respite program. The PSW will provide care partners with respite and assist persons living with dementia with personal care when required and recreation-based programming to allow them to remain active in the community and in their homes. Using innovation, creativity, and several tools the PSW will be supporting clients through games, hobbies, crafts and more. They will also support families in maintaining physical, social, and emotional well-being of their loved ones with a form of dementia. Further to this, the PSW will evaluate clients at specified intervals to ensure they are receiving appropriate dementia care and activation. Reporting directly to the Manager of Education and Community Programs, the PSW will be working cooperatively within the circle of care team to ensure persons living with dementia and their care partners are accessing appropriate programs and services.

### **ESSENTIEL DUTIES RESPONSIBILITIES**

- Develop and maintain a caseload of clients
- Coordinate client assessments to determine eligibility and appropriateness to respite program
- Develop a treatment plan to meet the needs of the client living with dementia
- Provide care partners with respite while carrying out identified activation goals with person living with dementia
- Monitor clients and assess for changes in cognition and ADL status
- Assist clients with activities of daily living, which may include eating, toileting and mobility
- Use clinical judgement to assess vital signs (BP, P, T, O2, R)
- Maintain accurate and timely documentation on system database
- Effectively participate in care conferencing with interdisciplinary care team
- Observe, analyze, and record clients' participation, reactions, and progress during visits; modify plan of care as required
- Evaluate client care and satisfaction on an ongoing basis and formulate solutions for improvement
- Develop recreation programs that encourage healthy physical, cognitive, and emotional well-being for persons living with dementia and their care partners
- Maintain program statistics on a regular basis
- Participate on internal and external committees as required
- Act as a resource for inquiries from the general public regarding respite/recreation/activation
- Adhere to program standards and Alzheimer Society policies and procedures
- Participate in fund raising and other team development activities
- Perform other duties consistent with the job classification, as required

## JOB QUALIFICATIONS

- **Education:**

- Graduate of an approved Personal Support Work program
- Post-Secondary diploma in related field ie: Social Service Worker; Occupational Therapy Assistant; Recreation therapy; Gerontology; Health Promotion considered an asset

- **Certifications and Requirements:**

- Valid and up to date CPR training
- Recent criminal record check- including Vulnerable Sector (within the last 2 months)
- Must be able to provide a negative 2-step TB Test
- Valid Ontario Driver's License, good driving record, and current auto insurance
- Travel Requirement: successful candidates must be willing to travel across SASMNBD's geographic area. Offsite training and meetings may be necessary

- **Experience**

- 3 to 5 years of experience working in the health and/or social service sectors
- Strong knowledge of client-centered philosophy
- Experience in assessment and care planning/coordination

- **Skills, Abilities & Knowledge**

- Bilingual communication skills (English/French) encompassing both verbal and written proficiency
- Exceptional interpersonal skills combined with initiative, resourcefulness, and strong problem-solving and change management abilities
- Proficiency in technology (e.g.: Microsoft office and care coordination systems)
- Demonstrated ability to work independently and within a team
- Ability to demonstrate equity, diversity, and inclusion
- Knowledge of Alzheimer's disease and other dementias

## PHYSICAL DEMANDS

- Some lifting or transferring of activation supplies (activities, games, art supplies etc.)
- Significant periods sitting at the computer, but with the opportunity to move away from the work station
- Periods facilitating light exercise routine with clients
- Sensory attention is required for most of the workday (e.g., looking at a computer screen, reading documents)

## APPLICATION DETAILS

**Deadline to Apply:** until position is filled.

**How to Apply:** Please submit your cover letter and resume, quoting Job ID: PSW-RES-WN-2024, to [mcheff@alzheimersudbury.ca](mailto:mcheff@alzheimersudbury.ca), attention: Miguel Cheff, Education & Community Programs Manager.

*The above statements are intended to describe the general nature and level of work being performed by most people assigned in this position. They are not intended to be an exhaustive list of all duties, responsibilities, and requirements.*

### **Commitment to Equitable Recruitment**

*The Alzheimer Society recognizes the value and dignity of each individual and ensures everyone has genuine, open, and unhindered access to employment opportunities, free from any barriers, systemic or otherwise. We are dedicated to building a diverse and inclusive work environment, where the rights of all individuals and groups are protected and all members feel safe, respected, empowered, and valued for their contributions. We are committed to inclusive, barrier-free recruitment and selection processes in accordance with the Human Rights Code and AODA.*