

JOB POSTING

VAN DRIVER: Two part-time positions for an Aurora Van Driver – with the option of one driver holding both contracts for the split shifts. Shifts will be as follows: Morning shift 8-11, Afternoon shift 2:30 to 5:30. Regular work week is Monday to Friday.

The Alzheimer Society of York Region (AS York) helps improve the quality of life for people diagnosed with Alzheimer's disease and related diseases. We provide supportive counselling and education opportunities for individuals and families living with dementia. AS York also provide respite to caregivers and social activities for persons diagnosed with cognitive impairment through our D.A.Y. Centres. A non-profit, community-based agency, AS York offers programs and works in partnership with several community organizations across the Region.

We are seeking enthusiastic, empathetic individual(s) to drives and operate a passenger vehicle to provide transportation to persons with dementia to our Adult Day Program as well as to make occasional deliveries. General maintenance and care of the vehicle is also required. The successful candidate will report to the Program Manager.

Responsibilities:

- Transports clients to adult day program, safely assisting clients in and out of vehicles.
- Performs occasional miscellaneous deliveries.
- Plans and sets out most efficient route to meet schedule
- Maintains the general maintenance and care of the vehicles and reports any relevant issues to supervisor.
- Adheres to all Infection Prevention and Control policies and procedures, including the cleaning and disinfection of vehicle exterior, interior and any equipment and supplies, the appropriate use and wearing of personal protective equipment and the completion of required training
- Performs inventory checks of supplies and equipment in the vehicle and makes adjustments as required, reporting any errors or omissions.
- Adhere to the policies pertaining to transit emergency situations
- Report any incidents or concerns regarding clients, deliveries or motor vehicle operation to the Program Manager
- Complete all necessary documentation as required by operational policies and procedures
- Manages crisis situations as they arise in a professional and calm manner
- Performs other duties as required and assigned by the Program Manager/Designate

Qualifications:

- Must have 3 or more years driving experience
- Experience driving large passenger vehicles an asset
- Valid "G" driver's license, "F" license preferred but not required
- Safe driving record, Clean Drivers abstract
- Valid First Aid/CPR Certification (provided through AS York)
- A clear Vulnerable Sector Screening Check (provided by successful applicant)
- Experience working with persons with dementia, and/or knowledge of dementia preferred.
- Ability to communicate effectively in English (written and verbal)
- Ability to manage time & routes for a streamlined transportation and deliveries experience
- Ability to lift up to 50lbs
- Ability to maintain confidentiality
- Second language would be an asset
- Proof of full COVID-19 vaccination

Position Available:

Two part-time contracts for an Aurora Van Driver(s) – with an option of one driver holding both contracts for the split shifts. Shifts will be as follows: Morning shift 8-11, Afternoon shift 2:30 to 5:30. Regular work week is Monday to Friday.

Start Date: Immediately

Salary Range: \$18/hour

Qualified applicants are invited to submit a cover letter and resume, stating salary expectations, by January 31st, 2024 to **Amy Gesualdo**, agesualdo@alzheimer-york.com, with **VAN DRIVER JOB POSITION** in the subject line. **Applications will be reviewed as they are received and therefore early submission is encouraged.** We thank all candidates for their interest, however, only candidates invited for an interview will be contacted. AS York is an equal opportunity employer, dedicated to creating a workplace culture of inclusiveness that reflects the diverse population we serve. If you require accommodation in order to participate in the recruitment process, please contact us at 905-726-3477. Accommodation will be provided in accordance with Ontario's Human Rights Code.

Note: As a result of the COVID-19 pandemic and the need to strengthen and promote health protection to clients, staff, volunteers, students, contractors, and members of the public attending the Alzheimer Society of York Region ("AS York"), prior to the first day of employment with AS York, all successful candidates are required to provide proof of COVID-19 vaccination (full vaccination is required) from the Ontario Ministry of Health website or other authorized source. An individual is fully vaccinated if they have provided proof of vaccination in the form of a receipt from COVAX ON (the Ministry's provincial system for COVID-19 vaccination information) and 14 days have elapsed from the final dose. In the event that you are unable to be vaccinated as a result of a ground protected under the Human Rights Code, you may submit a written explanation of the ground and any supporting documentation for AS York to determine if you are exempt from this requirement.