

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:

1 – Homemaker Position (Casual Part-time)

Reporting To: Senior Support Services Manager

Department: Service Arrangement Coordination, Home Support Program

Purpose:

- To provide housekeeping and home management services to clients, which include cleaning, laundry, washing dishes, light meal preparation.
- 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 Support and other SCHC services.

Key areas of responsibility:

- Apply critical thinking with client's issues and situations based on safety and best-practice principles.
- Communicate effectively with clients, caregivers, colleagues, management and other health care providers.
- Communicate any issues, concerns, challenges with program coordinator.
- Deliver Home Support Program services efficiently within scope of practice.
- Adhere to SCHC Home Support Program principles, policies and 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 Support Program events/activities.
- Perform other duties as assigned that are reasonable within the scope of the job

Scope and Accountability:

- Report regularly and in emergency situations to the Service Arrangement Coordinator or Manager any emergencies relating to Home Support Program clients.
- Responsible to provide household maintenance.
- Complete timesheets accurately and submits them to SCHC on a biweekly basis.

Educational and/or Professional Qualifications:

High school diploma or equivalent
Hospitality industry training/experience an asset

Level of Experience:

Two to three years' experience in providing homemaking services with seniors in a community setting
Hospitality industry experience an asset

Skills and Attributes:

- Ability to communicate fluently in English including verbal, written and reading comprehension skills.
- Requires good judgement, ability to work independently and function as a team member contributing to the growth of the team
- Ability to multi-task when delegated
- Flexibility and ability to work all shifts
- Ability to travel within Scarborough
- 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 Scarborough community
- Flexibility of hours - Required to work different shifts (day, evening, night and weekend shift).

Remuneration: \$19.05 - \$21.64

Pay Band: L

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

Please reply in confidence to HR:

By email: Recruitment@schcontario.ca

Note: Please quote *Homemaker – SAC* Position in the subject line.

We would like to thank all applicants; only those invited to interviews will be contacted.

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.

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