



Job Title: Community Life Skills Support Worker
(4 Regular Full Time Positions & Relief Positions)

Program: Collaborative Residents Enabling Assisted Transitional Engagement (CREATE)

Reports to: Senior Case Manager, CREATE

Responsibilities

- Participates as a member of a high performance, multi-service team providing support to mental health clients in group living and integration into the larger community
- Supports and assists clients with ADL tasks in order to maintain and enhance the client's functional abilities
- Provides support services to clients assisting with scheduled appointments, arranging transportation to appointments and/or accompanying clients to appointments, as necessary
- Assists clients to maximize abilities, develop skills and promote community independence
- Establishes supportive therapeutic relationship with clients and advocates for, and with, clients
- Assists clients to maintain good personal hygiene
- Recognizes and reports changes in clients mental or physical condition
- Works with community resources involved in the care of the clients as directed
- Provides assistance to clients establishing peer and family support networks
- Performs routine housekeeping tasks for a safe and comfortable environment
- Collaborates with all members of the client care team
- Documents client contacts, creates daily logs, summaries and other reports in a timely manner, as outlined in the CMHA Durham policies and procedures
- Other duties as assigned

Requirements

- Post-secondary education in a related area of study (i.e. personal support worker, mental health) and a minimum of one year related experience or equivalent combination of education and experience
- Ability to develop and maintain a positive therapeutic relationship with clients
- Ability to develop and maintain positive relationships with community partners and represent the agency in a professional manner at all times
- Ability to perform tasks that are necessary for the position (i.e. lifting/transferring clients)
- Excellent communication (written and verbal) skills
- Ability to organize and present information
- Flexibility to change
- Ability to work independently when necessary
- Ability to think critically and creatively
- Valid Ontario Driver's license, access to a dependable vehicle in safe working order and appropriate insurance coverage
- Ability to work a variable work schedule, including days, afternoons, midnights and weekends
- Knowledge of MS Office (Word, Excel, PowerPoint, Access and Outlook), as well as the internet



**Canadian Mental
Health Association**
Durham

Application Procedure

1. Forward cover letter and resume to: recruitment@cmhadurham.org
2. Deadline for applications is **September 9, 2016**

CMHA Durham is an equal opportunity employer. All qualified candidates are encouraged to apply; however only those selected for an interview will be contacted. Accommodations are available upon request.