

Job Title:	Senior Residence Worker (SRW)
Classification/Benchmark:	Residence Worker, Senior
Grid Level:	12

Responsible To

The Senior Residence Worker (SRW) shall report directly to the designated Program Supervisor.

Job Summary

The Senior Residence Worker (SRW) assists the Program Supervisor in providing orientation, training, work direction, and guidance to workers in staffed homes. Assists persons served to live successfully in staffed home settings. Ensures that persons served's physical, emotional, social, educational, and medical needs are met. Assists persons served to enhance quality of life with activities of daily living and the development of life skills.

Responsibilities

1. Assists the Supervisor in providing orientation, training, work direction, and guidance to staffed home workers by performing duties such as clarifying program policies, reviewing work, and scheduling workers. Provides input to workers' performance evaluations.
2. May oversee the operation of the staffed home in the absence of the Supervisor or as directed.
3. Participates in the assessment, goal setting, and program planning (Personal Service Plan) for individuals living in a staffed home. Documents, implements, and provides input into the evaluation of the program.
4. Provides life skills training such as meal preparation, housekeeping, personal care skills and personal finance, and implements personal service plans.
5. Assists persons served with activities of daily living such as feeding, lifts, transfers, hygiene, grooming, and toileting.
6. Participates in various persons served-focused activities in accordance with care plans.
7. Recognizes, analyzes, and deals with potential emergency situations such as persons served's aggressive behaviour to ensure no harm comes to the person served and/or the public. Reports problems to the Supervisor.
8. Administers medication to persons served in accordance with established policy.
9. Assists with case management by identifying potential problems and reporting any difficulties. Provides input to counselor, professional with regard to the development of appropriate program plans to achieve persons served's objectives. Contributes to the evaluation of person served's progress and prepares reports.
10. Provides emotional support and feedback to persons served and their families.
11. Transports and assists persons served to/with appointments, shopping, or leisure activities.
12. Performs household maintenance and housekeeping duties such as laundry, sweeping, mopping floors, mowing lawns, inventory, shopping, cleaning equipment, and food services.
13. Maintains reports such as statistics, logbooks, and daily activities on persons served.
14. Identifies social economic, recreational, and educational services in the community that will meet persons served's needs. Maintains liaison with other agencies, professionals, government officials, and the community.
15. Performs other related duties as required.

Qualifications

- Education and Knowledge:
 - Certificate in a related Human/Social Services field.
- Training and Experience:
 - Two (2) years recent related experience or an equivalent combination of education, training, and experience.

Conditions of Employment

- Valid BC Driver's License (Class 4 Unrestricted, where applicable).
- Criminal Record Search upon commencement of employment and every five (5) years thereafter, providing clearance to work with vulnerable persons.
- TB test with a negative result (per the Residential Care Regulation).
- Flu shot or preventative measures as mandated by the Ministry of Health – Community Care Licensing.
- COVID-19 vaccinations as mandated by Public Health Order.
- A vehicle with business insurance (business insurance must be obtained by employees who as a requirement of their employment utilize their personal vehicle for transporting persons served, or are doing business on a regular basis for NACL).
- Medical certificate (utilizing the *Attending Physician's Report* form) indicating good health, per the Residential Care Regulation.
- Current Ministry of Health recognized first aid certificate including CPR (which must be kept current while employed with NACL).

Reviewed

- December 2022 (with Labour/Management Committee)
- April 2023 (re reporting relationships)