

POSITION: PERSONAL SUPPORT WORKER

JOB POSTING #:

DEPARTMENT: Huron Lodge
POSTING TYPE: Corporate
POSTING STATUS: Regular Part-Time
OF POSITIONS:
SHIFT WORK REQ'D: Yes

UNION: 543
JOB CODE: 543195
POSITION #:
GRADE/CLASS: 0.11
SALARY RANGE: \$24.36 to \$28.66 per hour (2012)
HOURS PER WEEK: Up to 25

DUTIES:

Under the direction of Registered Staff; is responsible for the quality of nursing care provided to meet the physical, emotional, social and spiritual needs of the residents of Huron Lodge; participates in restorative care programs to ensure that residents are given the opportunity to reach their optimal potential and well-being in activities of daily living; maintains accurate documentation reflecting the residents' condition and care provided by the Personal Support Worker; observes and reports changes in a resident's physical and emotional condition promptly to the Registered Staff; must be aware of the Residents' Bill of Rights and endeavour to respect and promote such; assists in the formation of the resident care plans which detail how care is to be provided for each individual resident; performs personal care and selected nursing measures to promote the comfort and safety of the resident; communicates in a respectful manner with residents, families and co-workers; assists in maintaining a tidy and clean environment; performs duties detailed in Huron Lodge's Policy and Procedure Manuals, as well as duties as assigned per the Emergency Preparedness Plan; attends in-service training. All influenza vaccine/outbreak protocols must be followed on a yearly basis. Performs Occupational Health and Safety duties as outlined in the Corporate Health and Safety Program. Will perform other related duties as assigned. Will be required to work a normal work week consisting of Sunday through Saturday. The workday shall include a meal period of thirty minutes and shifts shall be as follows or other approved schedules:

Day: 6:55 a.m. - 3:00 p.m.
 Evenings: 2:55 p.m. - 11:00 p.m.
 Night: 10:55 p.m. - 7:00 a.m.

QUALIFICATIONS:

- Must have an Ontario Secondary School Graduation Diploma plus one (1) year post secondary school education from a Community College or University in a health care program, or Ontario Ministry of Education equivalencies. In accordance with the Long Term Care Homes Act, 2007, (LTCHA), Reg 79/10, post secondary education must be either:
 - a) A Personal Support Worker Certificate (from a Community College) that meets the vocational standards established by the Ontario Ministry of Training, Colleges and University and having completed a minimum of 600 hours in duration (includes class time and practical experience) **OR**
 - b) A Registered Practical Nurse with the skills and knowledge to perform the duties of a personal support worker (must provide Community College Diploma or University Degree and current registration as a Registered Practical Nurse with the Ontario College of Nurses plus proof of pharmacology component **OR**
 - c) A Registered Nurse with the skills and knowledge to perform the duties of a personal support worker (must provide Community College Diploma or University Degree and current Certificate of Registration as a Registered Nurse with the Ontario College of Nurses, inclusive of the pharmacology component).
- Must have over three (3) months experience in a health care setting.
- Must possess excellent written and verbal communication skills.
- Will be required to complete a pre-placement strength test in accordance with the requirements of the Physical Demands Analysis.
- A mature person who can demonstrate sensitivity to resident needs and who has a good understanding of long-term care programs and related legislation.
- Current Heartsaver Certificate and First Aid Certificate deemed an asset.
- Proven commitment to ongoing education, training and development requirements is an asset.
- Related community and volunteer experience a definite asset.
- Additional language skills a definite asset.

POSTING SPECIFICS:

- Posting Period:**
- **Thursday, March 15, 2012 at 8:30 AM to Thursday, April 12, 2012 at 4:30 PM**
 - **APPLICATIONS WILL ONLY BE ACCEPTED DURING THE POSTING PERIOD.**
- Who May Apply:**
- Current City of Windsor employees. Eligibility for consideration is determined by the applicable collective agreement and/or current Corporate hiring practices.
- How To Apply:**
- Complete an Internal Job Transfer Form (available at Human Resources or on Dashboard) and attach a resume, specifically noting the job posting number, your qualifications and experience as outlined above.
- Apply To:**
- In person to the Human Resources Department or one of the Customer Care Centres
 - By faxing your Job Transfer Form and resume to the Human Resources Department
- Updated:**
- By Human Resources July 31, 2012