



Penticton Indian Band

841 Westhills Drive
Penticton, British Columbia
Canada V2A 0E8

Telephone: 250-493-0048 Fax: 250-493-2882

December 4, 2023

Employment Opportunity

The Penticton Indian Band (PIB) is currently seeking an ambitious and qualified individual to fill the following position:

Position Title:	Home Support Worker	Classification:	1
Department:	Health	Responsible To:	PIB Community Health Nurse
Status:	Full-time, Permanent	Hours of Work:	35 Hours per week
Range:	\$17-\$21 per hour		
Location:	Snxastwilxtn Centre, 198 Outma Sqilxw Place, Penticton, BC, V2A 6J7		
Closing Date:	Until Closed		

Job Summary:

The Home Support Worker (HSW) staff, report directly to PIB Community Health Nurse. The HSW is responsible within the guidelines of the Penticton Indian Band Adult-In Home Care Program and FNHA H&CC program to direct and maintain client care routines including housekeeping, meal preparation, and promotion of personal independence, encouragement of client and family to participate in planning. Working within a team-based approach, PIB HSW is Expected to provide safe and competent care by the encouragement of client and their family, this may include surgical patients and chronic care clients.

Core Competencies:

- Accountability
- Leadership
- Adaptability
- Critical thinking
- Efficient
- Reporting
- Planning
- Organising
- Relationship building
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Duties/Responsibilities:

- Provides personal, non-nursing/medical care to clients as directed in the client's individualized care plan.

- Reminds clients of daily living activities including taking medications
- Encourage the use of aides to assist in daily living. E.g., walker, cane.
- Report any changes in health status or problems to the supervisor immediately.
- Prepare meals and perform light housekeeping duties, which may include, but not limited to vacuuming, mopping, dishes, bathroom, laundry, and changing bedding.
- Ensure strict confidentiality of all matters that pertain to the client acquired because of the position; discuss client matters only with supervisors.
- To provide companionship and socialization to assigned clients.
- Promote and maintain positive communication with staff, clients, and supervisors always.
- Maintain client charts and documentation daily
- Daily task sheets submitted weekly
- Ensuring all documentation (tick sheets, timesheets, leave forms etc.) is completed as directed
- Attends meetings, trainings or conferences as directed
- Performs other duties as necessary and as assigned by the Supervisor/Manager
- Maintain up-to-date and knowledgeable of relevant Penticton Indian band Human Resources Policies and Procedures.
- Providing alcohol or drugs to a client is strictly prohibited and will result in immediate termination of employment

Qualifications/Requirements:

Minimum Academic/Educational Requirements

- Grade 12 or equivalent

Other Certifications, Licences, designations and Training

- Annual TB Screening
- First aid/CPR/AED
- Criminal Record Check, including working with the vulnerable check
- Class 5 DL and clean driving abstract annually
- Food Safe certification
- Elder abuse training

Specific Job Skills and Levels

- Good oral and written communication skills
- Ability to work through work-related stressors and seek support as needed
- Ability to develop and maintain positive working relationships
- Penticton Indian Band program and HR policy and procedures
- Maintain a high level of confidentiality and privacy
- Compassionate, Objective, Prioritize

Minimum Level of Experience

- 1 year experience as a home support worker or equivalent area
- Experience working with First Nations communities

Personality Traits (Required to be successful in position)

- Dependable, Reliable and Approachable
- Compassionate and non-judgmental

Assets:

- Knowledge of the Okanagan language, culture, or traditions
- Own/have access to an insured vehicle
- Indigenous Ancestry preferred

Working Conditions:

- The start of the day and end of the day is at Snxastwilxtn Centre.
- Work is client-home-based and community-based
- Supportive Team environment.
- The physical activity involved may include picking up heavy objects, kneeling, bending, or lifting and may be on your feet for long periods of time.
- May deal with difficult clients; this can be stressful and frustrating at times.
- Flexible work hours/willingness to work on evenings and weekends.

*All Penticton Indian Band employees are encouraged to learn about the culture, language and customs of the Okanagan people and must be willing to continuously upgrade their skills and knowledge and further their formal education.

The Penticton Indian Band offers a competitive compensation and benefits package as well as a great team and respectful work environment. If you are qualified and looking for an exciting and rewarding career. Please **send a resume and cover letter to the attention of:**

HR Department Penticton Indian Band

Mail: 841 Westhills Drive **Fax:** (250) 493-2882
Penticton, BC V2A 0E8 **Email:** jobs@pib.ca

In Person: PIB Administration Offices – 841 Westhills Drive, Penticton, BC

The Penticton Indian Band provides equal employment opportunities to all, regardless of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, political belief, creed, disability that does not prohibit performance of essential job functions or that cannot be accommodated, or conviction for which a pardon has been granted. However, where two or more applicants have comparable or equivalent skills and qualifications, preference shall be given, in the following order, to persons with specific knowledge of and/or experience with Sn'Pink'tn(Penticton) language (N'syilxcen), culture, history and customs; persons of Aboriginal, Métis or Inuit ancestry; and all others. We thank all those who apply; however, only those candidates selected for interview will be contacted.