



Penticton Indian Band

841 Westhills Drive,
Penticton, British Columbia V2A 0E8

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

Position Title:	Certified Care Aid	Classification:	3	\$20 - \$25 per hour (Based on education & experience)
Department:	Health	Type:	Non-management	
Status:	Full-time, Permanent	Working Hours:	Up to 35 hours per week (May include weekends and Statutory Holidays)	
Responsible To:	PIB Homecare Nurse (HN) and Community Health Nurse (CHN)			
Location:	Snxastwilxtn Centre, 198 Outma Sqilxw Place, Penticton, BC, V2A 6J7			
Deadline:	Until closed			

Job Summary:

This position reports to the Homecare Nurse and CHN. The Certified Care Aid is responsible, within the guideline of Penticton Indian Band Adult In-Home Care Program and FNHA Home and Community Care program, to provide personal care to homecare clients such as assistance with bathing, toileting, care of skin, hair, nails, and mouths, dressing and other activities of daily living. Certified Care Aide may assist with social and activity programs including daily exercise accompanying client on excursions. Promote and assist client to participate in social, spiritual, and recreational activities. Maintains current knowledge of and complies with all related policy and procedures. Expected to provide safe and competent care by the encouragement of client and their family to participate in the care outlined.

Core Competencies:

- Accountability
- Leadership
- Adaptability
- Critical thinking
- Efficient
- Reporting
- Planning
- Organizing
- Relationship building

Duties/Responsibilities:

Job Responsibilities and Work Performed

- Carries out delegation of tasks as directed and supervised by Homecare Nurse or Community Health Nurse.
- Provides personal care
- Supervises and monitors client's daily activities including medication
- Report any changes to client overall or specific health status to HCN
- Prepare meals and perform light housekeeping duties, which may include, but not limited to vacuuming, mopping, dishes, bathroom, laundry, and changing bedding.
- May provide transportation to grocery shop and to medical appointments as directed
- Ensures strict confidentiality of all knowledge related to client care and client family that is acquired during work hours. Report only matters related to client care
- To provide companionship and approved activities that support overall client health and wellbeing
- Maintain positive communication with homecare staff, client, and supervisor always
- Ensuring all documentation (tick sheets, timesheets, leave forms etc) are completed as directed
- Attends meetings, trainings or conferences as directed
- Performs other duties as necessary and as assigned by HCN or CHN

- Maintains up to date knowledge of relevant Penticton Indian Band Personnel Policy and Procedures manual
- Providing alcohol or drugs to clients are strictly prohibited and will result in immediate termination of employment

Accountability

- PIB HR and Homecare Program Policy and Procedures
- BC Health Care Assistance Registry

Relationships

Internally

- Reports to Homecare Nurse and/or Community Health Nurse
- Team-based working environment with PIB Homecare Staff and other Health Department Staff

Externally

- External health care professionals (physicians, NP's etc...)

Decision Making

This position is a first level support which will require a standard level of judgment and decision making.

Qualifications/Requirements:

Minimum Academic/Educational Requirements

- Grade 12 or equivalent

Other Certification, Licenses, Designations and/or Training

- First aid/CPR/AED
- Criminal Record check, including working with the vulnerable check
- Class 5 DL and clean driving abstract annually
- Food Safe certification
- Registered with the BC Health Care Assistants provincial registry

Specific Job Skills and Levels

- Good oral and written communication skills
- Ability to work through work related stressors and seek supports as needed
- Ability to develop and maintain positive working relationships
- BC Health Care Assistance Core Competencies maintained
- Penticton Indian Band program and HR policy and procedures
- Maintain a high level of confidentiality and privacy
- Critical Thinking, Compassionate, Objective, Prioritize
- Ability to work through stressors, seek supports as needed

Minimum Level of Experience

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

Personality Traits (Required to be successful in position)

- Dependable, Reliable and Approachable
- Compassionate and non-judgmental
- Understanding of Okanagan and Indigenous teachings and protocols

Assets:

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

Working Conditions:

- Start of day and end of day is at Snxastwilxtn Centre.
- Work is done in outreach to homes, client aftercare – meet client where they are at daily.
- Supportive Team environment.
- 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.

*Working environment and safety protocols of the highest calibre, working with face masks worn when necessary.

Preference will be given to qualified Aboriginal applicants as per section 21 of the Human Rights Code.

Deadline:

Until closed

Send your Resume to Senior Manager, Human Resources

Rory Gabriel at jobs@pib.ca