



Malahat Nation

110 Thunder Road | Mill Bay, BC | V0R 2P4

Tel: (250) 743-3231 | Fax: (250) 743-3251

info@malahatnation.com | www.malahatnation.com

On-Call Casual: Home Support Worker

REPORTS TO	Director of Community Programs	START DATE	As soon as possible
COMPENSATION	\$24.04 per hour (NEE-9H:S1 Salary Grid)	STATUS	On-Call Casual as Needed

Malahat Nation represents approximately 350+ members with two reserve lands located on the western shore of Saanich Inlet, south of the village of Mill Bay, about 40-kilometres north of Victoria, British Columbia. Malahat Nation is looking for the right candidate(s) to join our Community Programs Department. With an abundance of community programs, we have fun, respect ourselves and others, and take pride in our community, who we are, and where we come from. Our vision is to be socially, culturally, and physically stable. This position is ideal for you if you are an innovator able to engage and you have a strong desire to make a difference in our community. Our staff are offered opportunities for professional growth and development.

PURPOSE: Reporting to the Director of Community Programs, the Home Support Workers provide personal care and companionship for seniors, persons with disabilities and convalescent clients. Care is provided within the client's residence. Home Support Workers perform housekeeping and other home management duties in private households and other non-institutional, residential settings providing support to Malahat Nations outreach efforts to Malahat Nation community and surrounding areas. *This is a on-call casual position with flexible work hours, however, must meet the clients schedule, with local to moderate travel required.*

RESPONSIBILITIES:

- Provide professional homemaking services to pre-approved Nation members as assigned;
- Establish a professional working relationship with the client(s) and follow a cleaning schedule and assigned duties based on the evaluation provided by the Community Health Nurse;
- To perform assigned duties and responsibilities with respect for client (s) privacy and confidentiality;
- Perform routine housekeeping duties including but not limited to; vacuuming, sweeping, mopping, dish washing, dusting, cleaning and disinfecting the bathrooms, kitchen area, laundry, and bed-making;
- Adapt to a variety of situations and respect and accept different values and standards of living;
- Maintain accurate logs and records of hours and duration of service for each client (s); record services provided at each visit; report incidents as they arise;
- Conduct all work in accordance with safety procedures;
- Adhere to COVID- 19 Policies and Malahat Nation Policy and Procedures;
- Participate in training and staff meetings as required;
- Other duties as required.

EDUCATION AND EXPERIENCE:

- Grade 12 or equivalent
- Completion of a training program in care of the elderly, care of persons with disabilities, convalescent care or in a related field preferred; or combination of education and a minimum of 2-years demonstrated related experience
- Janitorial experience preferred but not required; Building Service Worker (BSW) certification considered an asset
- First aid certification may be required
- Current Criminal Record Check (CRC) including vulnerable sector search required
- Valid BC Drivers License and reliable vehicle preferred; considered an asset
- Effective, December 3, 2021: Malahat Nation has implemented a vaccine mandate requiring all employees to be fully vaccinated against Covid19 to be eligible for employment. All individuals must show Proof of Vaccination as a mandatory condition of their employment.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Experience working in Indigenous communities
- Must have the ability to perform outlined cleaning tasks with minimum supervision
- Must be self motivated with the physical ability to perform all assigned cleaning and janitorial tasks
- Strong written and verbal communication skills
- Ability to take initiative and be a strong team participant
- Ability to maintain strict confidentiality with sensitive information
- Demonstrated organizational, and time management with the ability to multitask
- Knowledge of Coast Salish culture and strong interest in continued learning about culture, tradition, and ways of life.

Interested applicants are invited to submit a current resume, a detailed cover letter and three references.

Please reference the 'Job Title' in the 'Subject Line'.

Human Resources Department, Malahat Nation

In person, fax 250-743-3251 or via email

Email: careers@malahatnation.com

Website: <https://malahatnation.com/jobs/>

Deadline: **On-Going/Continuous**

Pursuant to section 41 of the BC Human Rights Code, preference may be given to applicants of Aboriginal ancestry.

We thank all applicants in advance but only those selected will be contacted.