

## COMMUNITY DISABILITY SERVICES WORKER JOB DESCRIPTION

### Job Summary

Reporting to the Coordinator – PDD, the Community Disabilities Services Worker is responsible to support and facilitate the development of skills and competencies that will assist persons with disabilities to pursue and fulfill their goals, objectives and aspirations .

### Qualifications

- Must be 18 years of age or older
- Post secondary education in Human Services with preference given to individuals with some specialized training and/or has demonstrated successful experience in a relevant setting
- A positive attitude and belief that persons with disabilities have the right and responsibility to define and pursue their life choices and pursue active participation and involvement in the community
- Valid drivers license and access to a dependable vehicle for work related travel and maintains a record of less than 6 demerit points
- Ability to meet conditions of employment including but not limited to: active Standard First Aid/CPR (Standard or level C is preferred), Immunizations: Diphtheria, Tetanus, Hep B, Varicella, Measles, Mumps, Rubella along with clear TB testing, a clear Security Clearance including Vulnerable Records check and Intervention Records Check

### Disclaimer

This job description has been designed to indicate the general nature and level of responsibilities within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities and qualifications required of employees within this position.

### Competencies

- Demonstrated ability to work effectively in a collaborative, team-oriented work environment.
- Basic observation and interpretive skills to support judgements about issue resolution and required action
- Basic coaching and mentoring skills
- Communication: Listening to others and communicating in an effective manner that fosters open communication
- Flexibility: Adapting to and working effectively within a variety of situations, and with various individuals or groups
- Client focus: Identifying and responding to current and future client needs, providing service excellence to internal and external clients
- Creative problem Solving and Decision Making: Identifying and solving problems by understanding the situation, seeking additional information, developing and weighing alternatives and choosing the most appropriate course of action given the circumstances



- Values and Ethics: Depicting conduct, dispositions and viewpoints consistent with personal integrity, as well as concern for, and sensitivity,, the fundamental values and ethics of the organization/sector and the profession
- Team Work: Working collaboratively with others to achieve common goals and positive results
- Professional Excellence: Concern for working towards a standard of excellence
- Fostering Independence in others: Enabling others to be self-sufficient and to nurture self determination, sharing of responsibility with individuals and groups so they have a deep sense of commitment and ownership
- Self Control: Keeping one's emotions under control and restraining negative responses when provoked or when faced with opposition or hostility from others, or when working under conditions of stress
- Interpersonal Relations and respect: Dealing with people in a respectful and sensitive manner; implies true listening, understanding, accepting and respecting the opinions, feelings, perspectives and motivations of others

### Essential Functions

- Implement person-centered plans designed to support and assist adults, youth, and children with individual development, community disability/development, behaviour management and or personal care
- Assist and support individuals to participate in a meaningful way in their personal life planning, in the identification of personal goals and aspirations, and in the definition and expansion of opportunities for personal growth and meaningful, valued roles within the community
- Assist and support individuals in the establishment and maintenance of shared, respectful relationships within the community, with a view to meaningful participation and inclusion.
- Be aware of the individual's physical, social and recreational environments, take action to minimize risks and maximize participation/inclusion, and refer more complex situations to more experienced resources where appropriate
- Be aware of and adhere to established policies, practices, and operational protocols, this includes being aware of adhering to medical protocols and standing orders relative to medication and other remedies
- Understand community issues and opportunities, and assist/support the individual with general access to and participation in the community

### Physical Requirements

- Sitting in a normal seated position for extended periods of time
- Reaching by extending hand(s) or arm(s) in any direction
- Finger dexterity required to manipulate objects with fingers rather than with whole hand(s) or arm(s)
- Communication skills using the spoken word
- Ability to see within normal parameters
- Ability to hear within normal range
- Ability to move about.(squatting/walking/standing for periods of time)
- Look over both shoulders
- Pushing/ pulling
- Walking on uneven services
- Climbing stairs
- Hand/eye coordination