



Attendant, Attendant Care Outreach Program

Part Time

\$20.44 - \$20.91

Reference#: 22-332A

The Attendant provides personal care and assistance to clients as required by the service plan and in a manner consistent with the Mission, Vision and Values of Providence Care Centre. Duties include but are not limited to: assisting clients with routine personal activities of daily living; light homemaking services, if required; promotion of client independence; regular reports to program Manager and Team Leaders on client issues and concerns; adherence to the Policies and Procedures of Providence Care Centre and the Program; commitment to safe work practices.

Role Responsibilities

- Provides assistance with personal hygiene/care activities as established in the written individual client service agreement/plan.
- Provides individual assistance with routine personal activities of daily living as established within the written client service agreement/plan.
- Provides assistance with light homemaking activities as established within the written client service agreement/plan.
- Promotes client direction, problem solving and decision –making when delivering pre-arranged attendant services.
- Promptly informs the Program Manager of actual or potential risks to client/ staff safety and any client-related concerns.
- Records and submits payroll documentation in a timely manner.
- Works in compliance with the H&S Act and its regulations in performing duties in a safe manner and follows all health and safety policies, procedures and legislation
- Uses or wears the PPE / equipment as set out by Providence Care policies and procedures
- Reports any missing or defective equipment or PPE of which he/she is aware of and which may endanger himself or herself or another worker, to his/her supervisor or management representative
- Reports any contravention of the act or the regulations, or any hazard of which he/she knows of to his/her immediate supervisor or a management representative
- Participates in staff meetings, education and/or training for health and safety as required by Providence Care
- Performs other related duties as assigned

Required Qualifications and Experience:

- Personal Support Worker Certificate from an approved college (equivalent education and experience may be considered)
- Proven ability to work with minimum supervision.
- Demonstrated excellent interpersonal skills coupled with the ability to work as a team player
- Bilingual in French and English language, preferred

Located in Kingston, Providence Care is Southeastern Ontario's leading provider of aging, mental health and rehabilitative care. Continuing the legacy of our Founders, the Sisters of Providence of St. Vincent de Paul, Providence Care provides care and services at Providence Care Hospital, Providence Transitional Care Centre, Providence Manor Long-Term Care home and community locations across Southeastern Ontario.

Providence Care is Fully-affiliated with Queen's University and St. Lawrence College; Providence Care is a centre for health care, education and research, and a member of the Council of Academic Hospitals of Ontario.

To apply for this position please email your Covering Letter and Resume quoting reference number in subject line to work@providencecare.ca

To learn more about Providence Care and other opportunities please visit: <https://www.providencecare.ca/careers-volunteering/>

We are committed to inclusive and accessible employment practices – Please notify the above if you require an accommodation to fully participate in the hiring process or require recruitment documents in French.