



## CHIPPEWAS OF NAWASH UNCEDED FIRST NATION

### Home Support Worker

**Department:** Health and Wellness  
**Program:** Home and Community Care  
**Reports To:** Home and Community Care Nurse Supervisor  
**Hours of Work:** 3 – 19 hours per week

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#### **JOB PURPOSE**

Under the supervision of the Home and Community Care Nurse Supervisor, the Home Support Worker provides housekeeping and meal preparation for the elderly, disabled or those suffering from chronic illnesses. Care is provided in-home to assist family members in keeping the Client safely and comfortably in their home for as long as possible.

#### **KEY DUTIES AND ACCOUNTABILITIES**

- Provide assistance with nutrition which could include planning and preparing meals and snacks suitable for the Client's diet and taste
- Provide general housekeeping such as, but not limited to, dishes, dusting, sweeping, mopping, mirror/window washing, vacuuming, garbage removal and ensuring sanitization of items/surfaces
- Clean out refrigerator and appliances as necessary
- Make beds and change linens as appropriate
- Laundry and ironing and mending as needed
- Ensure that obstructions are moved
- Water plants as necessary
- Feed household pets as necessary
- Provide representation of the Health Centre (maintain a professional appearance, advocate for the clients within the HCC program, adhere to the goals, vision and policies of the Health Centre)
- Other duties as assigned

#### **REQUIREMENTS**

##### **Education and Experience:**

- Previous experience with the elderly, those with disabilities and chronic illnesses
- Awareness of health issues specific to the elderly and persons with disabilities would be an asset

##### **Knowledge, Skills & Abilities:**

- Experience with cleaning and meal preparation
- Knowledge/proficiency with computers, software and communication technology
- Attention to detail and accuracy for documenting

### **Designations, Licences & Requirements:**

- Valid CPR and First Aid
- Criminal Record and Vulnerable Sector Check
- Valid Ontario G Class Driver's Licence and reliable transportation
- Current immunization record and TB test

### **PROBLEM SOLVING & COMMUNICATION**

- Excellent verbal, non-verbal and written communication skills
- Strong interpersonal skills
- Understanding the importance of confidentiality, discretion and privacy at all times

### **DECISION MAKING & IMPACT**

- Follow set guidelines/procedures when conducting home visits, however, must use judgement to assess if a home is safe for entry
- Use judgement to alert Nurse when issues arise/escalation is required

### **STAFF REPORTS**

None

### **WORKING CONDITIONS**

1. **Physical Demands** – Long periods of sitting, standing, typing and some walking. Lifting of some objects not exceeding 10 pounds
2. **Environment** – Work in client's home where there could be exposure to cigarette smoke residue, urine, other body fluids, pet hair, etc.
3. **Mental Effort** – Quick thinking for frequent handling of difficult situations that some may find stressful and or upsetting (for example, competing priorities, upset clients)

This job description is intended to convey information essential to understanding the scope of position and it is not intended to be an exhaustive list of experience, skills, efforts, duties, responsibilities or working conditions associated with the position.

**I hereby acknowledge and agree to comply with the above job description necessary to fill the position.**

\_\_\_\_\_  
**Employee Name**

\_\_\_\_\_  
**Employee Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Supervisor Name**

\_\_\_\_\_  
**Supervisor Signature**

\_\_\_\_\_  
**Date**