

Community Connections Support Services

275 Rutland Road North PO Box 373
Kelowna, BC V1X 3B1 Nelson, BC V1L 5R2
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Community Connections Support Services Job Description

Position: Community Support Worker

Core Function:

To deliver the 1 to 1 support, assistance and education required in our Community Support Services in accordance with Community Connections principles, policies and procedures. To assist in the coordination and management of personal, medical, financial and team support.

Reporting Relationship:

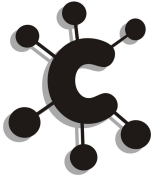
Community Support Workers report to the Director (Brian Burnham).

Standards of Performance:

1. Will have respectful interactions with the people receiving services, their families, advocates, co-workers, the funding source, and the community in general to maintain an effective Community Support Service.
2. Will establish and maintain effective working relationships and lines of communication with people receiving services, their families, their advocates, our funding source (CLBC), and other agencies and service providers.
3. Will participate in setting a climate that supports the people we support, and our fellow support workers by promoting dignifying support and functioning lines of communication between all involved parties.

Details of Function:

1. Will participate in an orientation and on going training events especially related to facilitating non-paid relationships and community inclusion.
2. Will provide support which will promote dignity, choice and ownership for the people we support.
3. Will provide one to one attention, support and education in the following areas:
 1. social interaction
 2. relationship building
 3. communication
 4. coping and problem solving
 5. emotional support
 6. recreation and leisure
 7. community awareness and accessibility



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8. personal safety and safety awareness
9. physiotherapy and occupational therapy
10. health care and personal care
11. routine home and community activities
12. as outlined in this service's Schedule A (contract) and directly reflecting the personal choices and needs of the people we support. Facilitating non-paid relationships and community inclusion will be rooted in all areas of service.
4. Will liaise with each person's family, community services, professionals, the funding source, family members, and relevant others as required.
5. Will prepare all required documentation objectively and monitor all other documentation at the home.
6. Will utilize typical generic services with the provisions of supports needed to make these functional for the individuals served.
7. Will participate in person's case management team by assuring prep work is completed, goals and plans are followed through and that the people we support have a voice in this process.
8. Will participate in performance reviews of one's own work that of your co-workers.
9. Will participate in the development and maintenance of integrated recreational and social activities.
10. Will attend team meetings and assure minutes are recorded.
11. Will report to the Director (Brian Burnham) and document all serious incidents immediately.
12. Will follow all Community Connections Support Services safety, emergency, and behavioural policies and procedures.
13. Will assist in the management of the personal finance program costs of the people we support and maintain current financial records.

Qualifications:

1. Strong personal values based on self determination, autonomy, and dignity for all individuals.
2. Strong interpersonal skills and supervision skills.
3. Post secondary education specially related to the Human Services.
4. Training and /or experience in community based human services.
5. Demonstrated skills in working with individuals and families utilizing services.
6. Will have a valid class 5 B.C. drivers license and 1st aid certificate, 2 million dollars liability auto insurance, business auto insurance (if you use your vehicle at work more than 4 days per month) and successfully complete a criminal record check.

revised August 14, 2006