

JOIN US



We Are **HIRING**

HEALTH CARE AIDE (CASUAL) * **(ASSISTANT SUPPORT GROUP COORDINATOR -** **SPECIAL NEEDS SUPPORT GROUP)** ***2 days a week, 7.5 hours per day**

The Chinese Special Needs Support Group is a first language day program for Chinese seniors with disabilities. Considering the impairments and limitations of each participant, activities are specially designed in a safe and culturally sensitive environment. Our goals are to enhance and maintain participants' physical and mental well-being, to foster social contact and friendship, to support and cherish a delicate relationship between participants and their family caregivers and to provide respite for the caregiver.

Responsibilities:

- Participate and support the development and implementation of the program's plans, goals and objective
- Facilitate and/or assist in running of the Support Group
- Provide personal care and personal hygiene
- Promote a healthy, safe and friendly environment
- Recognize safety issues and report appropriately
- Use appropriate lifting and transfer devices and techniques in all activities
- Provide all documents and reports appropriately according to department policy and directions
- Participate in the review of the care plan based on reassessment of the clients' condition and progress
- Supervise and train the Program Assistant and report accordingly
- Supervise and train volunteers and report accordingly
- Perform duties according to the CCECA and the Support Group's policy and procedures
- The job holder must be a team player. Regular communication on problems and suggestions should be made to superiors and co-workers (CCECA) to ensure better service to members and smooth operation of the Support Group
- Perform any other duties as assigned
- This role will work on Friday and Saturday

Qualifications and Skills:

- Holder of Health Care Aide Certificate; Registered with Alberta Health Care Aide Directory
- Working experience in a similar capacity
- Working experience with seniors or people with dementia is preferred
- Excellent Communication skills
- Basic computer skills
- Fluency in speaking and writing English and Chinese
- Starting salary from: \$20 per hour

Kindly submit your resume and cover letter to Elaine Ogada at elaine.ogada@cceca.ca until a suitable candidate is identified. We appreciate your interest in this position, and only those candidates selected for an interview will be contacted. We thank you in advance for your application.