

Employment Opportunity Host Contractor (Respite Care) – Edmonton & Surrounding Area

Organization Overview:

YWCA Edmonton is a powerful voice for equity and has been leading social change and progress for women and families in the Edmonton region since 1907. Part of an international movement, YWCA Edmonton is a trusted provider of services, programs, and advocacy work that transforms lives and helps build a stronger, healthier, and equitable community for all.

Job Summary:

The Disability Services department provides supports to Individuals with a wide range of diagnoses, including but not limited to developmental disabilities, physical limitations, behavioural and psychological challenges, and medical fragility.

The host contractor provides respite care for a child or adult living with a disability in the host contractors personal home.

Responsibilities:

- Provide support to a child or adult with a disability in your home
- Provide community access and resources for the Individual
- Provide support in the areas of personal care and medication administration
- Assisting in the development of Individual Service Plans
- Implement service plans, follow specified programs (ex. behaviour programs) and document the Individual's progress
- Model organizational and behavioural strategies
- Complete required documentation for recording service delivery including medication administration reports, summary reports, monthly, and incident reports
- Follow policies and procedures as outlined in YWCA Edmonton policies and procedures manual
- Assist the Individual with skill acquisition
- Assist the Individual with regulating their emotions effectively using positive behavioural management strategies.
- Attend meetings and training sessions as required

Qualifications Required:

- One year of Post Secondary education in Human Services is preferred
- Minimum one (1) year of related work experience in the human services field
- Intervention Record Check and Criminal Record Check with vulnerable sector (no more than 6 months old)
- Completing YWCA Edmonton mandatory and specialized training
- Current Standard First Aid and Level C CPR certification from an Alberta OHS-approved training agency
- Have a home that is safe and secure and provides a comfortable environment for an Individual
- A valid Class 5 driver's license, access to a personal vehicle, and willing to transport Individuals
- \$2 Million Third Party Liability Vehicle insurance

To Apply: Please submit your cover letter and resume to careers@ywcaedm.org In the subject line please put 'Host Contractor (Respite Care)'