



WESTBANK
FIRST NATION

Community. Leadership. Pride.

WESTBANK FIRST NATION Employment Opportunity

THE FOLLOWING POSITION IS AVAILABLE WITHIN WESTBANK FIRST NATION. IN ACCORDANCE WITH SECTION 20.1 OF THE WFN CONSTITUTION AND SECTION 3.1 OF THE WFN PERSONNEL POLICY, PREFERENCE WILL BE GIVEN TO QUALIFIED WFN MEMBERS WHO APPLY FOR THIS POSITION.

TITLE: Home Support Worker
MINIMUM SALARY: Commensurate with Experience
DEPARTMENT: Community Services
TERM: On-Call

POSITION SUMMARY:

Reporting to the Community Home Care Supervisor, the Home Support Worker is responsible for the in-home care and support of the Elders, sick, and disabled persons of Westbank First Nation (WFN).

DUTIES AND RESPONSIBILITIES:

- Provides personal, non-nursing care to clients as directed in the clients' individualized care plans
- Assists clients with the preparation of meals, as required and provides a safe, clean environment in the home
- Supervises, monitors, and reminds clients of daily activities including taking medications
- Observes clients for general mental and physical conditions and reports any changes to the Community Home Care Supervisor
- Completes the appropriate records regarding activity while in the client's home
- Provides transportation for shopping or medical appointments as directed
- Attends regular staff, in-service, and development meetings as directed
- Performs other duties as necessary in the performance of the position and as assigned by the Community Care Supervisor
- Performs all duties and responsibilities in accordance with WFN policies, standards and procedures, and as directed by the Community Care Supervisor
- Maintains confidentiality of information gained during the course of duties and on all matters relating to the affairs of WFN

QUALIFICATIONS, KNOWLEDGE AND EXPERIENCE:

- Grade 12 or equivalent
- Home Support/Resident Care Attendant Certificate
- Registered with the BC Care Aid and Community Health Worker Registry
- Valid First Aid and Food Safe Certification
- Valid Class 5 BC Driver's License, acceptable driver's abstract, and personal vehicle with adequate liability insurance
- Prefer 2 – 3 years recent related home support experience
- Good organizational skills
- Demonstrates excellent housekeeping/homemaking skills and personal care skills
- Caring, considerate, and respectful of client needs
- Excellent written and oral communication skills
- Strong computer skills
- Open to learning and taking direction
- Excellent personal standards (health, self-care)
- Ability to work independently and without direct supervision
- Acceptable Criminal Record Check with Vulnerable Sector Search

This on-call/casual position is a great way to gain valuable skills, cross-train in different departments, and experience all WFN has to offer. This on-call/casual position may provide the opportunity to grow in the organization and may progress into full-time employment. Further information can be obtained at www.wfn.ca by navigating to the Human Resources page (*Departments>Human Resources*) or by visiting the *Employment Opportunities* tab located in the top right hand corner of the homepage.

Interested applicants should email an [application form, cover letter, and resume](#). **This position will remain open until filled. Please reference #17-26 and indicate clearly in your covering letter where you saw this posting and how your experience and qualifications meet the requirements of the position.**

Incomplete and/or late submissions will not be accepted

Recruitment/Training & Development Coordinator
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