



Internal/External Job Posting

Independent Living Facilitators

Position #1 – Full Time Permanent Up to 75 hours in a 2-week pay period

Position #2 – Full Time Contract Up to 75 hours in a 2-week pay period

Position #3 – Part Time Contract Up to 45 hours in a 2-week pay period

Position summary – These positions provide support to adult individuals with a developmental disability to achieve their personal goals and live their best life.

Benefits of Joining the NHCIA Team

- Flexible schedule
- Training opportunities
- Great team environment
- An active Social Club
- A culture that values fun, celebrating successes and achievements
- Room for growth and development
- Great benefits package for eligible employees
- Employee Family Assistance Program

Responsibilities

- Assist people to have unpaid relationships and socially valued roles in our community
- Support people to understand and recognize their rights and responsibilities as a citizen
- Assess skill levels and develop plans to increase independence
- Administrative tasks including log notes, data collections, reports etc.
- Dispense medications
- Implement safe practices at all times and report health and safety concerns
- Attend, lead, and actively participate in meetings while promoting open communication at all levels
- Participate in ongoing training and development of professional skills
- Proactively provide support in crisis

Skills & Abilities

- Commitment to the mission, vision, and values of NHCIA within the workplace and in the community
- Ability to network with people and groups outside of NHCIA as a representative of the agency
- Critical thinking and problem solving skills
- Knowledge of CPI nonviolent crisis intervention and ability to utilize practices
- Computer and technology skills –including Microsoft Outlook, Word, and Excel

Qualifications

- Successful completion of the D.S.W. - S. S. W. diploma or education, training, and experience that is a good match to the organization. NHCIA seeks diversity in staffing that focuses on Inclusion
- Two years of experience working with people with a developmental disability preferred
- Submission of a clear criminal record check with vulnerable sector screening
- Valid Emergency Level First Aid and CPR
- Successful completion of a pharmacology course at the college level. This may be completed during the first 6 months
- A valid Full G class driver's license, clean driving record, reliable vehicle, 6a endorsement, and \$1,000,000 liability coverage
- Ability and willingness to work flexible hours including evenings, weekends and holidays

Please submit your detailed cover letter, resume, and one page profile by 9:00 a.m. **January 23, 2023** to:

The Hiring Committee at North Hastings Community Integration Association

2 Alice Street, Box 1508 Bancroft, ON K0L 1C0

communityliving@nhcia.ca

Only those applicants chosen for an interview will be contacted