

JOB OPPORTUNITY

POSITION: Disability Consultant (Canada Summer Jobs funded)

EMPLOYER: Community Living Toronto

RATE OF PAY: \$14.25 per hour

PERIOD: Full Time Hours – for up to 30 weeks

To be eligible to participate in the Canada Summer Jobs initiative, individuals must:

- be between 15 and 30 years of age at the start of the employment;
- be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the *Immigration and Refugee Protection Act*³; and,
- be legally entitled to work in Canada in accordance with relevant provincial/territorial legislation and regulations.

You must be available to attend paid training sessions of variable hours (evenings & weekends). This is a condition of employment and is not optional.

An up to date certification in First Aid/CPR is required. You must be able to work independently.

Must have access to own smart phone, computer and internet. (Can negotiate compensation to using own devices). Requires good knowledge of technology and creativity.

JOB DUTIES: Respite Support and Program Development

Plan and implement online activities with children, youth and adults with special needs. May also be involved with support for family members (i.e., parent and sibling support groups). Will be involved with online initiatives that reduce social isolation.

Research opportunities as per each program participant's needs or interests. Plan a schedule of activities for each program participant in consultation with the participant and their guardian. This may include exercise programs, games, arts and crafts and educational and skill building activities.

If social distancing measures are lifted during the employment period, worker may be able to transit supports to one on one in person support. This may entail supporting individuals to access activities in their community. This may include trips to amusement parks, museums, community centres, public libraries, going to the movies, using community swimming pools or accompanying the individuals to regularly scheduled day programs where one-on-one support is required for enrollment.

Worker may also be assigned to in person programs such as cooking classes or literacy programs. Complete daily activity reports and submit them to the program supervisor. Complete incident reports as required.

TO APPLY: Email RESUME with COVER LETTER and TWO REFERENCES to:

ContactUs@cltoronto.ca

Subject line: Disability Consultant - CSJ

DUTIES & RESPONSIBILITIES

- To meet the individual at a pre-arranged time (virtually)
- Engage individual in a pre-arranged virtual activity
- In person classroom type setting when permissible, will assist facilitators with supporting program participants
- In one-on-one support situation (when permissible):
 - Will meet individual at pre-arranged time and place and ensure safe return of individual to parent or guardian as per daily plan of activities
 - Provide a stimulating, safe atmosphere conducive to optimum functioning of the individual within the community or in limited cases, while supporting them at home
 - Observe, assess, discern the individual's needs with respect to as full participation within the community and/or activity as possible
 - Ensure continuous supervision and continuity of care, including accompanying the individual in the pool when swimming
 - Communicate to parent/guardian and supervisor changes in the individual's health, behaviour, and participation; initiate appropriate action
 - Encourage and foster socially acceptable behaviour, (e.g., Sharing, taking turns, cooperating, encouragement of communication and self care initiation), through structuring the environment
 - Provision of personal and physical care when necessary
 - Consultation with parent/guardian and Community Living Toronto supervisor concerning individual's needs for programming and/or behaviour support
 - To accompany individual on community outings or hospital should this be necessary, ensure medical care provided in case of medical emergency – notify parent/guardian and supervisor immediately
- **Maintain contact with Community Living Toronto supervisor on a daily basis**
- Complete activity log reports
- Attend and participate in the training programs and orientation sessions with parents/guardians prior to starting support services
- Complete required reports/record keeping procedures by appointed deadlines including activity reports to supervisor, incident reports, payroll records, documentation required by CL Toronto Human Resources Department (i.e., physician's report, banking information, proof of any certifications, etc.)
- Other duties as assigned

HOURS OF WORK: Hours are variable, depending on individual needs and may include weekends and evenings.