



Employment Service

905-727-3777 222 Wellington Street East, Main Floor



Job Title	Special Needs Program Assistant	Job # 1903027	
NOC / NAICS	4215 / 624120	Date	March 22, 2019
Location	Markham: Warden / Hwy 407	Wages	Based on experience
Experience (Yrs.)	<input type="checkbox"/> 0-1 <input checked="" type="checkbox"/> 1-3 <input type="checkbox"/> 3-5 <input type="checkbox"/> 5+	Hours/Week	35 hours/week
Employment Type	<input checked="" type="checkbox"/> Perm <input type="checkbox"/> Temp <input type="checkbox"/> Seasonal <input checked="" type="checkbox"/> FT <input type="checkbox"/> PT	Schedule Availability	5 days/week
Benefits Available After Probation Period	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes:		
Workplace / Physical Requirements			
Company This registered non-profit social services organization was founded to provide services and supports to promote social inclusion of persons with developmental disabilities in their communities. They provide a systematic and holistic training program with the concept of Structured Teaching as the core program model for recipients to help support them to live, work and actively participate in a wide range of daily activities.			
Position Summary / Candidate Profile A social service opportunity working for a charitable organization located in Markham. This role is responsible for supporting adult-day programs and an ideal candidate is motivated to make a positive change for clients.			
Job Duties <ul style="list-style-type: none">• Provide personal care & supports to trainees relating to their adaptive daily living activities especially washroom duties;• Execute the training activities' plans under the supervision of the Program Director in order to enhance the quality of life and the independence in daily living of the trainees.• Ensure and maintain a safe and stimulating learning environment for the trainees.• Promote a good communication with trainees' families and or guardians.• Support trainees to manage their emotional and behavioral needs in order to promote their positive behavior.• Deliver service with good attitude, respectful, calm, and nonjudgmental manner;• Support and supervise volunteers to actively involve in the helping process.• Complete and update trainees' progress notes as required.• Prepare periodical training plan and evaluation for trainees.• Attend and participate in trainee-related case reviews and conferences upon request.• Participate in any fundraising events or public events.• Attend and participate in supervisory sessions with the Program Director as scheduled.• Attend and participate in staff meetings.• Report to and seek directions from the Executive Director in case of problem occurrence.• Other duties as assigned by the Program Director and the Executive Director			

Requirements / Candidate Profile

- Completion of personal care support services or community services worker or other healthcare qualifications
- Previous experience working with developmentally disabled adults
- **Vulnerable sector screening required**
- Strong communication skills
- Desire and ability to make a positive difference

How to apply

To apply please submit resume to HRQR@rncces.ca for pre-screening and consideration.

Include a note indicating why you are a good fit for this position.

Disclaimer

RNC Employment Services reserves the right to submit applicant resumes in their sole judgement directly to employers only following registration. Registration in itself does not determine applicant job posting eligibility. Further RNC is not responsible for employer hiring decisions which may pre-empt registration.