



## External Posting

### Personal Care Assistant (The Pines Long Term Care Home) – Summer Student

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**Posting Date:** Wednesday, December 19, 2018

**Closing Date:** Friday, January 18, 2019 @ 12:00 NOON

**Wage:** \$ 14.50 per hour

**Classification:** Summer Student (May to August)

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Each year, the District offers summer employment opportunities to post-secondary students as a means of helping students develop transferrable skills, support their career goals and learn about the Municipal sector.

In 2019, we have an opportunity for a Personal Care Assistant at The Pines Long Term Care Home. This role is responsible for helping staff with care of individual residents, including activities of daily living, dining services, comfort and companionship and housekeeping services. As a valued member of the team, this role demonstrates a commitment to resident safety by providing quality care and support in accordance with The Pines Mission and Vision.

This Summer Student job works up to 37.5 hours per week. Some evenings and weekends will be required. Students should be available to begin work the first week of May and continue work through to the end of August.

Responsibilities of the Personal Care Assistant will include, but not be limited to:

- Provide day to day care and support to individual residents ensuring safety and comforts of home;
- Provide comfort and support and companionship to residents;
- Porter residents to and from their rooms, recreational activities, and dining room as required after receiving training in fall prevention;
- Acts as the spotter in lifts and transfers, including the use of mechanical devices, after receiving specific training;
- Assist with table/tray preparation, serving of beverages and accompaniments, and serving of food;
- Assist feeding residents after receiving specific training;
- Complete laundry and housekeeping duties as directed, including, but not limited to, restocking shelves, making beds, transporting personal laundry to and from the laundry to the residents' room and organizing closets and bedside tables;
- Practice excellent customer service with residents and families;
- Communicates with supervisor about actual or potential problems related to resident care and/or safety;
- Understand all relevant health and safety policies and procedures, including maintaining proper infection control;
- Work safely and in compliance with relevant statutes and regulations and within the safe work procedures and directives as established by the District
- Other related duties as assigned.

The skills, experience and qualifications we are seeking for this job include:

- **Must be enrolled in full-time post-secondary studies for the following school year with proof of enrolment provided to the Human Resources department when requested**
- Experience working with Seniors would be an asset

We would expect that your strengths will include the ability to assist and work with other team members as well as be able to work independently. You display an enthusiasm for learning and have a caring attitude. This role could be of particular interest for a student who wishes to explore a career in the health care field.

Students shall be hired based on qualifications, experience, skills, abilities and course of study applicable to position being filled. Relationship to another employee in the District shall not be a consideration in the hiring process.

If you have the necessary skills, experience and qualifications, please review the **"How to Apply"** instructions before submitting your application.

The District Municipality of Muskoka is committed to meeting its obligations under the *Ontario Human Rights Code* and the *Accessibility for Ontarians with Disabilities Act*. If you require disability related accommodation to participate in the recruitment process, please advise the Human Resources department as soon as possible. Accommodation may be provided in all steps of the hiring process.

Any questions regarding this posting should be directed to the Human Resources Department.