

# JOB PROFILE

**Position Title:** Support Worker

**Agency:**

**Location:**

**Date:**

**Incumbent:**

**Approved by:**

**Reviewed by:**

## OVERALL RESPONSIBILITY:

The Support Worker provides support for all daily activities identified in individuals' plans in a manner consistent with the organization's philosophy and policy, the *Vulnerable Persons Living with a Mental Disability Act*, and Manitoba Family Services and Housing's vision, mission and principles. Position ensures opportunities are provided for access to valued outcomes, self-determination, meaningful involvement and valued roles in the community.

Position may support individuals in facility based programs or community based programs.

## SPECIFIC RESPONSIBILITIES:

- Promotion of Personal Development:** Promote individuals self-reliance, self-sufficiency, autonomy and self-advocacy. Facilitate informed and independent personal choices and decision-making by individuals, and assist them to optimize communication skills.
- Person Centered Assessment and Planning:** In conjunction with the support network, assist individuals with the preparation, implementation and follow through of their person-centered plan. Meet with individuals to gain an understanding of their needs, skills and interests, and gather relevant and valid information through a variety of techniques.
- Support Employment Opportunities:** Through analysis of tasks, positive learning techniques, and accessing and organizing appropriate supports and resources; assist individuals to identify and secure employment, volunteer, or work experience as well as leisure, recreation and educational activities in the community. Create opportunities for inclusion and community participation. Teach individuals to use equipment and technology that assists them in the development of work and living skills, and modify job duties and work environments to accommodate individual needs and abilities. Consult and collaborate with individuals, family, and the community.
- Promote Health:** Support the promotion and maintenance of health and well-being by demonstrating an understanding of individual emotional, spiritual and cultural needs and desires,
- Medical Response:** Respond appropriately and independently in crisis situations to ensure the health and safety of all individuals involved. Apply knowledge of common or basic effects and implications of health conditions associated with certain disabilities.
- Assist with Daily Living:** Provide instruction and physical support in personal care and daily living skills. Ensure that equipment is used appropriately and is kept in good working order. Administer medications accurately and safely according to legislative and agency guidelines and procedures.
- Communication:** Participate effectively with other service providers and co-workers. Demonstrate an understanding of legal and ethical standards related to professional conduct and practice. Communicate clearly and effectively using oral, written, and nonverbal forms and demonstrate the ability to effectively change roles and responsibilities in response to the changing needs of individuals and work environments.
- Team Participation:** Participate in agency meetings and training opportunities, and share information.

## REPORTING RELATIONSHIPS:

Reports to: Frontline Supervisor

Direct Reports:

## DIMENSIONS OF AGENCY:

Agency's Operating Budget:

Agency Employees:

## CORE COMPETENCIES:

- Building Relationships Level 2
- Developing Others Level 3
- Integrity Level 3
- Listening, Understanding, Responding Level 4
- Advocacy Level 2
- Quality of Service Level 4

## JOB SPECIFIC COMPETENCIES:

- Professional Excellence Level 4
- Information Gathering & Analysis Level 2
- Self Control Level 3
- Teamwork Level 4