

**Contract Opportunity  
Support Home Contractor  
Job ID: 22-006DS**

**Organization Overview:**

YWCA Edmonton is a powerful voice for equity and has been leading social change and progress for women and families in the Edmonton region since 1907. Part of an international movement, YWCA Edmonton is a trusted provider of services, programs and advocacy work that transforms lives and helps build a stronger, healthier, and equitable community for all.

What we can offer you:

- Professional development and learning opportunities
- A rewarding experience to make an impact in another person's life

**Job Summary:**

The Disability Services department provides supports to Individuals with a wide range of diagnoses, including but not limited to developmental disabilities, physical limitations, behavioural and psychological challenges, and medical fragility.

Our goal is to empower Individuals to achieve their full potential with the support of their community. We create opportunities for each Individual to enhance her/his quality of life through goal setting and personal achievement.

Contractors are:

- Passionate about community service
- Value relationships and people
- Patient and caring
- Have a positive attitude

**Hours of work:** This is 24 hours/day, 7 days/week in the Contractor's home

**Responsibilities:**

- Provide support to an adult with disabilities in your home
- Provide recreation and leisure activities, promote cultural activities, and promote skill development for the adult
- Provide support in the areas of personal care and medication administration, and accompanying to all medical appointments
- Assist in the development of Individual Service Plans when required
- Implement service plans, follow specified programs (ex. behaviour programs) and document the Individual's progress
- Model organizational and behavioural strategies
- Complete required documentation for recording service delivery including medication administration reports, summary reports, monthly, and incident reports
- Follow policies and procedures as outlined in YWCA Edmonton policies and procedures manual
- Attend meetings and training sessions as required

**Qualifications Required:****Education:**

- Grade 12 equivalency
- One year of Post Secondary education in Human Services is preferred

**Experience, Skills, and Knowledge:**

- Minimum one (1) year of related work experience in the human services field
- Intervention Record Check and Criminal Record Check with vulnerable sector (no more than 6 months old)
- YWCA Edmonton provided training in #MANDT, Medication Administration, Abuse Prevention & Response, Infectious Disease & Prevention, and WHMIS (within 6 months of start date)
- Current Standard First Aid and Level C CPR certification from an Alberta OHS-approved training agency
- Safe Bathing and Showering certification
- A keen interest in community integration of adults with disabilities
- Good interpersonal and communication skills
- Basic computer and Microsoft Office skills
- Ability to interact in a positive manner with a diverse population
- Experience with supporting adults with behavioural and medical needs

**Additional Requirements:**

- Have a home that is safe and secure and provides a comfortable environment for an Individual
- A valid Class 5 driver's license, access to a personal vehicle, and willing to transport Individuals
- \$2 Million Third Party Liability Vehicle insurance

**Payment:**

The monthly Support Home stipend is dependent on the approved budget of the Individual receiving services.

**To Apply:**

Please submit your cover letter and resume to [careers@ywcaedm.org](mailto:careers@ywcaedm.org). Please include 'Job ID22-006DS, Contractor' in the submit line of the email.