TNG Community Services
CENTRAL NEIGHBOURHOOD HOUSE
NEIGHBOURHOOD LINK
ST. STEPHEN'S COMMUNITY HOUSE

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The Neighbourhood Group (TNG) is a multi-service agency that includes Central Neighbourhood House, Neighbourhood Link Support Services and St. Stephen's Community House

JOB OPPORTUNITY Job# TNG2026-Ongoing

POSITION TITLE: Relief Personal Support Worker - Supportive Housing	
DEPARTMENT: Independent Living	**STATUS:** Relief, CUPE 7797
# HRS / WEEK: n/a	**CONTRACT DATES:** n/a
REPORT TO: Senior Manager, Supportive Housing	**HOURLY RATE:** $26.98
EXTERNAL POSTING DATE: posted until filled	

GENERAL DESCRIPTION: Provide service to clients of the Supportive Housing Department, in client's homes in a supportive housing, group home or community setting, according to individual care plans. Such services may include, but are not limited to: personal care, activities of daily living, homemaking, escorts, walks, and pet care. This position reports to Senior Manager, Supportive Housing and is part of **CUPE Local 7797**. Hours of work are not guaranteed for relief positions. Shifts may fall on days, evenings, weekends, overnights and statutory holidays as needed.

MAJOR DUTIES:

- Provide personal support. Such services include but are not limited to: grooming, bathing, dressing, feeding, peri-care, dental care, etc., and may include the performance of delegated acts.
- Provide assistance with activities of daily living (ADL's) for example but not limited to: shopping with or without the client, meal planning and preparation, reminders of appointments, etc.
- Provide homemaking services, including but are not limited to: house cleaning, laundry, ironing, etc., and may include the care of household pets.
- Understand/facilitate the emergency plan and fire plan and respond professionally to all client/program emergencies. Attend trainings in health and safety and fire drills
- Provide such other services within the care plan as directed
- Assist with the planning, preparation and serving of meals for congregate dining, and for ~~10~~ clients in a group home setting.
- Report any physical and/or emotional changes in a client, or any changes in service requirements to the Manager or appropriate Community Worker(s).
- Complete and regularly submit reports of volunteer activity and services provided for clients; complete incident reports, and input data into the AlayaCare database.
- Keep up to date on gerontological issues and health care, and take relevant courses, (e.g. mental health, medication, C.P.R., WHMIS, Food Handling and First Aid), as directed.

REQUIREMENTS & QUALIFICATIONS:

- Personal Support Worker certificate or equivalent.
- Minimum six months related experience working with seniors, including those who are frail or who have cognitive impairments (i.e. dementia, Alzheimer's).
- Certification in CPR, First Aid and Food Handling would be an asset.
- Basic computer skills, experience in using the AlayaCare database preferred
- The ability to provide high quality, client focused service, delivered in a positive, professional, compassionate manner.
- Sensitivity to, and respect for the clients, their personal belongings and their living space.
- The willingness and ability to work in multiple sites on a rotating schedule including weekends, evenings, overnights, and statutory holidays.
- Good communication skills, including the ability to communicate via phone and email.
- Cultural sensitivity and demonstrated ability to work effectively with a diverse community.
- The willingness and ability to be contacted by cellphone and to occasionally work on short notice.
- The physical strength, stamina and ability to undertake frequent lifting up to 10 lbs, occasional heavy lifting, and frequent walking, bending, stretching and pulling

To apply, submit your resume with "TNG2026-Ongoing" in the subject line of your email to: careers@tngcs.org

TNG is committed to reflecting the communities we serve and to nurturing a respectful and inclusive work environment for all. We encourage qualified applicants of all ages, races, colour, ethnic origins, religions, abilities, gender identities, gender expression and sexual orientations to apply. Candidates invited for an interview are encouraged to inform Human Resources in confidence of their accommodation requirement. This posting is for an existing vacancy.