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P.O. Box 250  
PARRY SOUND, ONTARIO  
P2A 2X4

PHONE:  
(705) 746-2531  
FAX:  
(705) 746-5984

CHIEF  
Warren Tabobandung

CHIEF COUNCILLOR  
Brent Tabobandung

COUNCILLORS  
Craig Brown  
Joel King  
Chance Pedoniquotte-King

**Wasauksing First Nation  
Home Support Worker - Indoors  
INTERNAL/EXTERNAL**

**Program Area:** Social Services/Health Department  
**Position Title:** Home Support Worker - Indoors  
**Reporting Protocol:** Reports to the Community Wellness Worker (CWW)

**Position Summary:**

The Home Support Worker – Indoors (HSW) is responsible for providing in-home duties to eligible community members. Home visits are scheduled and approved by the Social Services Department through a referral and an informed client eligibility assessment.

**Duties and Responsibilities:**

- To perform scheduled weekly/daily light housekeeping services i.e. washing dishes, sanitizing kitchen and bathroom, meal preparation, and vacuuming/sweeping/washing floors.
- The HSW worker's duties are performed as advised by CWW
- The HSW will ensure clients are safe and secure in their homes through telephone/cell, or face-to-face contact.
- Maintains confidentiality of services provided to community members.
- The HSW is to report all concerns to their supervisor.
- The HSW will ensure that the duties related to preparing/delivering weekly meals-to-wheels and community lunches are completed.
- The HSW is to use Universal precautions when servicing clients.
- The HSW can refuse services to clients who are under the influence of alcohol and/or drugs
- The HSW can expect to work in a smoke free environment.
- Operates in accordance with and ensures compliance to the Wasauksing First Nation Administrative, Finance and program policies and procedures as may be updates and amended from time to time.
- Other duties/tasks/responsibilities as required and as assigned.
- Attend all council, General Band or Administration meetings as required, within and outside of the community.
- Be familiar with the Indian Act, Treaties and Treaty Rights applicable to the First Nation Native Law, Statutes, Canada Labour Code, Occupational Health and Safety Act, Native Organizations and government structures, and other laws, systems and processes applicable in conduction the business of the First Nation. Understand and be fluent in the by-laws of Wasauksing First Nation.
- Attend appropriate workshops, seminars, and training sessions as required and as assigned to remain current and up-to-date on topics of concern to the work assignments of the position.
- Assisting with meal preparation during funerals and special luncheons.
- Collect statistics of participants in programs (over 65 and under 65) for reporting purposes.



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### **Education/Professional Requirements**

- Ontario Secondary School Diploma (grade 12) or equivalent;

### **Skills Required**

- Experience working with the elderly disabled clients and vulnerable community members
- Ability to converse in Ojibwe would be an asset
- Must have a valid First Aid/CPR Certificate
- Experience working with elderly and vulnerable clients
- Must have a proficient level of communication skills, verbal and written
- Must possess excellent organizational and time-management skills.
- Knowledge of Wasauksing First Nation programs and services and social impacts to Indigenous people
- Computer skills is an asset
- CPIC (Criminal records check) requirement if working with children or the elderly.

Please send your resume with a cover letter, contact information and two recent employment references.

Applicants can submit their application by mailing

**Shane Tabobondung/Director of Social Services  
Wasauksing First Nation  
P.O. Box 250 Parry Sound, ON P2A 2X4**

Or package may be dropped off at the following physical address:

**Administration Office  
1508 Geewadin Road Lane G  
Wasauksing First Nation**

or

**Emailed to [dos@wasauksing.ca](mailto:dos@wasauksing.ca)**

**CLOSING DATE: Friday, September 10, 2021 at 4pm**

We thank all applicants; however, only those individuals to be interviewed may be contacted.