

	JOB DESCRIPTION		
	Position Title: Program: Service: Accountable to:	CASUAL RESIDENTIAL WORKER Agency Operated Homes Child Welfare Alternative Care 2 Services Alternative Care 2 Services Manager	
Issued By: Date Issued:		Date Revised: Classification:	January 2009

PURPOSE AND SUMMARY

Under the direction of the Alternative Care 2 Services Manager or designate, the Residential Worker is responsible for establishing a safe nurturing family setting environment in an agency operated foster home setting. The primary responsibility of this position is to provide parent model care for a child that is consistent with the philosophy, approach, goals, and learning environment established by Dilico Anishinabek Family Care.

DUTIES AND RESPONSIBILITIES

1. Service Responsibilities

A. Agency Operated Homes

Under the direction of the Alternative Care 2 Services Manager, or designate, the Residential Worker is responsible for:

- a. ensuring the safety and well-being of the child while under her care;
- b. providing care to meet the basic needs of the children placed in the home;
- c. providing direction and guidance to the children concerning behaviour;
- d. directing the children's behaviour, consistent with agency behaviour management practices and regulations;
- e. supervising the children's maintenance of personal hygiene, diet and health;
- f. providing support for the children under her care during community outings;

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- g. providing and coordinating opportunities for the children to explore their culture;
- h. providing and coordinating opportunities for the children to participate in recreational activities;
- i. empowering the children to feel worthwhile and valued;
- j. provide meals and purchase groceries;
- k. keep a log of activities and routines;
- l. assisting in carrying out the plan of care for the children as directed by the Alternative Care 2 Services Manager or designate;
- m. providing transportation for the children and their families as required by the Support Services Manager or designate;
- n. establishing a healthy relationship with the children;
- o. completing and providing all necessary case documentation in a timely fashion, including completing daily logs;
- p. modeling appropriate behaviours and language;
- q. maintain on-going cleanliness, and general appearance of physical property and yard maintenance;
- r. maintain and complete necessary documentation;
- s. respond to crises or situation that disrupts the children in a therapeutic and responsible manner.

B. Non-Residential Work

When services are not required in Agency Operated Homes, Residential Workers will perform duties normally performed by Prime Workers or other casual positions for which the Residential Worker has the necessary qualifications, skill and ability.

2. Organizational Responsibilities

As a representative of Dilico, the Employee is responsible for:

- a. reflecting and interpreting the Agency Vision, Mission and Core Values in his/her own work with enthusiasm and commitment;
- b. acting in accordance with relevant legislation and Agency Policies, Standards and Procedures;
- c. proposing changes within Dilico that would improve the quality of service to Anishinabek children, families and communities;

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- d. developing and maintaining respectful, cooperative working relationships to contribute to the integrated, seamless delivery of services to Anishinabek children, families and communities
- e. understanding his/her role and responsibility in maintaining a safe workplace and reducing workplace injuries;
- f. applying Anishinabek culture, values, traditions and teachings into programming where possible;
- g. ensuring accuracy, confidentiality and safekeeping of agency records;
- h. participating constructively in the supervision process with their immediate Manager.

QUALIFICATIONS

1. Education

A minimum Secondary School Diploma is required. A two (2)-year Human Services Diploma is preferred.

2. Work Experience

Experience caring for children.

3. Skills/Abilities

- a. ability to work with children ranging in ages from newborns to eighteen (18) years of age;
- b. ability to work as an integral member of a team and work with little or no supervision as may be required;
- c. ability to follow direction and work effectively under pressure;
- d. good planning, organization, problem-solving, decision-making and liaison skills;
- e. ability to collaborate with other resource persons and facilitate planning and action;
- f. good interpersonal, written and oral communication skills;
- g. ability to maintain confidentiality;
- h. ability to work within the policies, standards, procedures and the vision, mission and core values of Dilico Anishinabek Family Care;
- i. good knowledge of the Anishinabek language would be considered an asset.
- j. ability to develop and maintain healthy relationships with children.

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CONDITIONS OF EMPLOYMENT

- a. satisfactory Criminal Records Search;
- b. ability to work flexible hours and travel regularly as determined by the Service Manager in relation to service requirements;
- c. must possess a Class "G" Driver's Licence and have access to a personal vehicle which will pass a safety inspection.

NOTE: This job description is not intended to be all-inclusive. The employee may perform other related duties as required to meet the ongoing needs of the organization.