

Position Title: Direct Support Professional

Position Details

- Casual, part-time, full-time
- Weekdays, weekends
- Daytime, evenings, overnights
- Shift lengths between 3-8 hours
- Hourly wage between \$16.65-\$20.65
- There will be a three-month probationary period

About Us

Initiatives for Just Communities (IJC) is a non-profit, charitable organization that operates four community justice programs: El'dad Ranch, Touchstone, Open Circle, and CoSA. These programs support people with intellectual disabilities, Fetal Alcohol Spectrum Disorder (FASD), and those who are currently, or have been previously, incarcerated. IJC is committed to restorative justice practices, which honour the community and foster a sense of belonging.

IJC supports many Indigenous and culturally diverse participants. As an organization, we aspire to have a workforce that is representative of the diversity within our communities. We value diversity and aim to foster an inclusive work culture where everyone's contributions and professional development matter.

The Position

A Direct Support Professional (DSP) works directly with adults who have intellectual, developmental, and sometimes physical disabilities. Their role involves providing assistance with daily activities such as medication management, meal preparation, and financial planning. DSPs also support individuals in accessing community resources, engaging in social and recreational activities, and developing life skills. Additionally, DSPs play a crucial role in promoting the individual's rights, dignity, and personal goals, helping them navigate challenges and advocating for their needs.

What you will do

- Assist individuals with disabilities in their daily activities, including cooking, cleaning, grocery shopping, personal care, transferring and using assistive devices.
- Support individuals with disabilities in making informed choices about their personal care, activities, and goals.
- Support individuals with disabilities in participating in community events, social activities, cultural events and recreational programs, including transporting individuals to these events.
- Maintain accurate, timely, records of services provided, individual progress, and any incident using the correct methods.
- Advocate for the rights, dignity, and choices of individuals with intellectual disabilities.

- Implement and follow behavioral support plans, safety plans, harm reduction and crisis intervention strategies as necessary, while supporting profiles and Circle of Care Plan.
- Participate in team meetings and communicate effectively with other support workers, supervisors, family members and external professionals.
- Build a positive working relationship with supported individuals, colleagues, and all internal and external stakeholders.
- Administer medication as per prescribed schedules and document medication administration.
- Encourage, support, and address the health and safety of supported individuals.
- Other duties as assigned.

Qualifications

Required

- High school diploma or equivalent with ability to participate in post-secondary education courses as required.
- Excellent verbal communication skills with the ability to articulate in a clear and effective manner.
- Excellent written communication skills with the ability to draft correspondence in a clear and effective manner.
- Excellent interpersonal skills with the ability to build professional working relationships with supported individuals.
- Ability to maintain confidentiality, including adhering to PHIA and FIPPA.
- Basic level computer skills, including Microsoft Office.
- Strong desire to work with people living with intellectual disabilities.
- Demonstrate cultural competence and understanding of diversity, inclusivity, and equity issues. This includes respecting and valuing different cultural backgrounds, beliefs, and identities to ensure equitable access to services for all clients.
- Ability to assess risk and set safe & appropriate boundaries.
- Ability to handle work-related stress.
- Ability to exercise patience and flexibility.
- Willingness to carry staff phone on shift.
- Participation in training opportunities and willingness to learn and adapt to new processes or procedures.

Assets

- Experience working in Social Services field.
- Education in Social Services or another relevant field.
- Understanding of the issues and challenges associated with intellectual disabilities and FASD.
- Previous experience working with individual with disabilities.

Conditions of Employment

- The successful applicant must maintain legal eligibility to work in Canada. If the successful applicant possesses a work permit, it is their responsibility to ensure the permit remains valid.
- Satisfactory Criminal Record Check with Vulnerable Sector Search.
- Satisfactory Child and Adult Abuse Registry Check.
- Valid Class 5 Driver's License with satisfactory Driver's Abstract (in some programs this is optional).
- Successful completion of First Aid certification and any other compulsory safety courses.
- Satisfactory work references.
- Adhere to all IJC policies and procedures.

Benefits Include

- IJC group benefits package after the probation period for full-time employees
- Employee and Family Assistance Services
- Paid Sick Leave

Location – 315 HWY 52 W, Mitchell, MB R5G 0Z2.

How To Apply

Submit your application to resumes@initiativesjc.org, with **Direct Support Professional** in the email title.

APPLICATION DEADLINE: Open until filled.

Applicants may request reasonable accommodation related to the materials or activities used throughout the selection process.

We thank all applicants for their interest, but only those selected for an interview will be contacted.