



Employment Opportunity

Position Title: Greeter / Resident Care Attendant	Position Number: 2020-075
Department: Licensed Dementia Housing Location: Sluggett House	Hours of Work: 5 on, 2 off (Evening Shifts). There may be extra work hours, on a temporary basis, in light of COVID-19. Status: Temporary, Full Time – COVID
Remuneration: \$24.87 per hour	Posting Period: Until Filled
Start Date: Available Immediately	Union: Exempt

JOB SUMMARY:

We're an award-winning and accredited not-for-profit that helps people and improves lives through a range of programs and services. We offer a competitive salary and a rewarding, stimulating work environment.

Our Sluggett House is a state-of-the-art residential dementia care setting located in Brentwood Bay that provide a wonderful environment for seniors in need of specialized dementia care twenty-four hours a day. The RCA will join a multidisciplinary team committed to supporting residents to maintain the highest quality of life possible. The RCA supports resident engagement with a variety of established Activities of Daily Living programs that promote personal, psychosocial, physical and recreational independence.

DUTIES AND RESPONSIBILITIES:

- Greet and screen residents, family members, and visitors entering the lobby (wearing appropriate PPE)
- Screen for the appropriate visitors to enter the building as delegated by the Manager and fill out the appropriate forms as necessary
- Perform the 2-step screening questions; take the temperature of all persons entering the building; and adhere to strict hand hygiene protocols (i.e. visitors, staff, etc.)
- Document all persons entering the building
- Ensure the lobby and outside of entrance is presentable, clean and sanitized
- Sanitize common touch areas throughout the shift
- Assist with phone calls and visitors at the front door as necessary
- Interact with families, residents and businesses in the lobby area (keeping them updated)
- Perform monthly hand hygiene audits
- Monitor and report to the Manger when supplies are low
- Maintain daily awareness of all screening guidelines and updates
- Assist Staff on shift
- Assist residents in activities

- Perform other related duties as required

QUALIFICATIONS:

- Graduation from a recognized Health Care Aide or Resident Care Attendant Program and Activity Assistant Program with related experience, or an equivalent combination of education, training and experience
- FOODSAFE Certificate
- First Aid with CPR Certificate
- WHMIS Certificate

KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to communicate effectively both verbally and in writing
- Ability to organize work and operate related equipment
- Ability to use initiative and exercise judgement as required
- Experience in dementia care
- Ability to work in a manner that promotes dignity and joy
- Skilled in the use of computers, the internet and electronic devices

WE LIVE SAFETY!

The safety of our clients, staff and volunteers is a priority of Beacon Community Services. We promote healthy and safe working conditions in all of our operations. We are committed to continuously improving safety and *it is essential to this position*. We further support safety through the active participation and co-operation of management, supervisors, workers and joint occupational health and safety committees.

APPLICATIONS:

All interested applicants can [Apply Now!](#) quoting the position vacancy number **2020-075**. Please note only those applicants who are selected to continue in the recruitment process will be contacted.

ADDITIONAL INFORMATION:

- All successful applicants will provide a clear Police Criminal Record Check and a Solicitor General's Criminal Record Check.
- All successful applicants will provide a clear TB skin test or chest x-ray and a physician's waiver stating they can carry out the duties of the position.