



P.O. Box 400 ♦ Fox Lake Reserve ♦ Chapleau, Ontario ♦ P0M 1K0

Tel: (705) 864-0784 ♦ Fax (705) 864-1760

[reception@chapleaucree.ca](mailto:reception@chapleaucree.ca)

## ANTICIPATORY EMPLOYMENT OPPORTUNITY

<b>Position:</b>	<b>Home Support Worker (Full-Time)</b>
<b>Location:</b>	The Chapleau Cree First Nation (CCFN) is a member of the Mushkegowuk Council and is situated on the Fox Lake Reserve, located just outside the community of Chapleau. The community is approximately four hours north of Sault Ste. Marie and two hours southwest of Timmins.
<b>Description:</b>	The position will provide comprehensive home support/social services to assist seniors and people with disabilities who are the clients of the Chapleau Cree Health department. The role of the home support worker is to assist the clients of the community with their activities of daily living and to provide non-medical support care services as required.
<b>Preferred Qualifications:</b>	<ul style="list-style-type: none"><li>✓ Demonstrated organizational skills</li><li>✓ Proven interpersonal skills</li><li>✓ Excellent communication skills</li><li>✓ Dependable</li><li>✓ Class G Driver's License</li><li>✓ Clear Vulnerable Sector/CPIC Screen check (may be required)</li><li>✓ Capable of working independently and as a team player</li><li>✓ Must be capable carrying out strenuous duties</li></ul>
<b>Duties/Responsibilities:</b>	<ul style="list-style-type: none"><li>✓ Provide home support duties which may include light housekeeping, laundry duties and social visiting.</li><li>✓ Prioritize client needs on an ongoing basis and inform healthcare team of all changes noted.</li><li>✓ To work within the relevant legislation, policies, and procedures.</li><li>✓ To be responsible for a set of keys and for ensuring the security and integrity of areas of cleaning.</li><li>✓ To attend training courses for appropriate development, team meetings, reviews, and case conferences.</li><li>✓ Provide coverage for the PSW during planned and unplanned leave.</li><li>✓ To prepare nutritious meals as required and directed by the healthcare team.</li><li>✓ Undertaking other duties not specifically stated which from time to time which are necessary without altering the nature or level of responsibility.</li></ul>
<b>Hours of Work:</b>	32 hours week 8:30 AM – 4:30 PM, Monday-Thursday (flex hours required upon occasion) + benefits (after 3 months)
<b>Wage:</b>	To be negotiated
<b>Closing Date:</b>	January 8 <sup>th</sup> , 2021 @ 11:00 AM or until filled

**Individuals are invited to submit their cover letter, résumé, and three references to the following:**

Edith Larocque, Band Administrator  
Chapleau Cree First Nation  
P.O. Box 400  
Chapleau, ON P0M 1K0  
[bandadmin@chapleaucree.ca](mailto:bandadmin@chapleaucree.ca)

**We thank all applicants, but only those selected for an interview will be contacted.  
First Nation individuals and CCFN band members are encouraged to apply!**