



Winnifred Stewart Association

Empowering People. Inspiring Dreams.

Support Coordinator – Residential Services

Do you enjoy helping people? Do you aspire to make a difference in other people's lives? Then we may have a position that is right for you. As a Support Coordinator in our Residential Services Program, you will have the opportunity to empower individuals with developmental disabilities to experience their dreams and aspirations.

If you are looking for a rewarding career in the area of disabilities studies, this maybe the opportunity you are looking for. If you find you are a strong motivator, and are able to encourage individuals to complete activities. As well as you are comfortable with working with individuals in their home as well as utilizing Public Transportation. Plus you possess a valid driver's license, we invite you to apply.

Our Ideal Candidate would have the following experiences and education:

- Professional, Positive, Timely communication with others
- Grade twelve diploma or equivalent; a Diploma or Degree in Disabilities Studies or equivalent, plus one years experience working with adults with developmental disabilities or combined equivalent.
- Experience in completion of personal care as required
- Proficient Communication Skills both written and verbal
- Good working knowledge of MS Word, templates and use of the Internet.
- Current First Aid / CPR Certification

Salary for Part time: \$13.40 per hour to start / \$9.40 per hour for Sleep Hours

Salary for Full time: \$2 177.00 per month to start

All Successful applicants will be required to complete a security clearance and to submit a driver's abstract at their own cost.

There are Four Part time positions and Two Full Time Positions Available the specific days and hours of each position are listed below.

- Full Time Support Coordinator – Friday Through Tuesday – 7:30am to 3pm (Term) – 37.5 hours per week
- Full Time Support Coordinator – Sunday 8am to 3:30pm & Monday – Thursday 3pm to 10:30pm (Three Month Term) – 37.5 hours per week
- P/T Support Coordinator – Thursday, Friday 4pm – 9pm, Saturday 1:30pm to 9pm & Sunday 2pm – 9:30pm - 25 hours every second week

- P/T Support Coordinator – Wednesday 7:30am to 3pm & Friday to Saturday 3pm – 10:30pm – 22.5 hours per week
- P/T Support Coordinator – Wednesday and Friday 4pm – 9:30pm – 11 hours per week
- P/T Support Coordinator – Saturday and Sunday 3pm – 10:30pm, Monday and Friday 4pm – 10:30pm – 28 hours per week

****We thank all applicants, however we will only be contacting applicants who have meet the previous stated criteria****