



## ABOUT US

Turning Leaf is a non-profit, charitable organization that provides person-centered, crisis and treatment services to low and high-risk vulnerable and marginalized individuals living with mental illness and intellectual challenge in our community. Turning Leaf's support is customized to every individual's needs and risk level. We offer crisis-intervention and treatment services, community support, day program services, residential support (including emergency housing, 24-hour homes, cluster housing, and home share), a harm reduction program, clinical services, indigenous services and more.

*We are proud to be recognized as one of Manitoba's Top Employers of 2023. This honour distinguishes Turning Leaf as a leader in our industry, and as one of the top places to work in the province.*

## WHO WE SUPPORT

The participants of our programs are often deeply impacted by their circumstances which can become barriers to living safely and independently in the community. Trauma, homelessness, poverty, addictions, discrimination, sexual exploitation, societal stigmas, and lack of access to resources are some of the barriers our participants face every day.

## MAKE AN IMPACT

Being a part of the Turning Leaf team means you will have the opportunity to make a direct and positive impact on people's lives every day. The work is challenging in all the best ways and deeply rewarding. Many of our employees say they have found their life's purpose while working here.

Turning Leaf provides ongoing, meaningful training to ensure we remain an industry leader and that our employees have the skills and confidence to be successful in their careers. We are an organization that pledges to uphold a workplace culture of inclusion, diversity, compassion, and respect.

We are growing more and more all the time and we are always hiring. If you feel called to be a part of the Turning Leaf team, please apply today.

***New Hire Incentive Program: Full/Part-Time new hires will receive a \$200 bonus after six months of employment***

## **DIRECT SUPPORT WORKER JOB SUMMARY**

Turning Leaf Support Services' Residential Support Division is designed to provide in facility, person-centered supports to adults (or individuals transitioning to adulthood) who are living with intellectual challenge, developmental disability and/or mental illness. Direct Support Workers will also provide support to participants living independently within the Community.

Direct Support Workers will work directly with our participants in helping set goals and making healthy life choices. Direct Support Workers will work closely with and report to the Residential Supervisors and Team Leads to observe, plan, implement and execute programs and activities that promote and encourage learning and development in daily living, social and life skills.

## **ESSENTIAL REQUIREMENTS**

- Cover letter and updated resume
- 18 years of age or older
- Available anytime (days and evenings) 35 - 40 hours p/week (Full time)
- Available anytime (days and evenings) 15 – 25 hours p/week (Part time)
- Available anytime (days and evenings) 15- hours p/week (Casual)
- Clear Criminal Record Check with Vulnerable Sector Check, Adult Abuse Registry Check and Child Abuse Registry Check (no older than 3 months)
- Valid Class 5 drivers license and reliable vehicle is required
- Valid Standard First Aid / CPR Certification
- Minimum one-year direct support experience working in a residential or community setting
- Completion of a Post-Secondary Education in Human Services (Certificate, Diploma or Degree) is considered an asset
- Three employment references

## **QUALITIES AND QUALIFICATIONS**

Turning Leaf Direct Support Workers must possess the capacity to be aware of and control one's emotions. Moreover, Direct Support Workers must be able to handle interpersonal relationships judiciously, empathetically, and professionally while executing their responsibilities and providing Turning Leaf's person-centered supports.

In addition, every Direct Support Worker must possess experience with and skills in:

- De-escalating aggressive behavior
- Working with adults who are living with an intellectual challenge, mental illness and who are in conflict with the law
- Conflict resolution skills
- Aptitude towards managing crisis
- Excellent written and oral communication skills

## SUMMARY OF JOB DUTIES AND RESPONSIBILITIES

Care and Supervision of the Participants- includes, but not limited to:

- Helping residents with daily activities
- Monitoring and/or administering medications
- Monitoring basic medical care and follow-ups
- Maintaining required records
- Encouraging residents to participate in social/recreational activities this will include supporting participants in community-based settings.
- Dietary/food services including preparing/serving meals.
- Domestic support/facility maintenance including and not limited to cleaning, laundry, trash removal etc.
- Attend training and staff meetings when necessary; they are to be treated like a scheduled shift.
- Written reports are maintained throughout your shift as per licensing standards.
- Successfully create and submit incident reports when required.
- Other duties as assigned.

## BENEFITS

- Health Benefits (Full-time employees)
- GRRSP Program (optional)
- Paid Wellness Time (Full-time employees)
- Bereavement and Compassionate Care Time
- Employee Family Assistance Program (EFAP)
- Paid training (First Aid/CPR, NVCI, VPA, etc.)
- Mileage Reimbursement (when applicable)

## HOW TO APPLY

Applicants can express their interest by submitting a cover letter that clearly demonstrates why they are the ideal candidate (cover letters must cite specific examples congruent with the posting requirements) along with their resume to [careersmb@tlservices.ca](mailto:careersmb@tlservices.ca) We thank all applicants, but only those being considered for an interview will be contacted.

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*Turning Leaf Services is an equal opportunity employer that pledges to uphold a workplace culture of inclusion, diversity, compassion, and respect. Turning Leaf offers competitive salaries and excellent benefits and is committed to cultivating an environment where work-life balance is valued.*