

BETTER AT HOME PROGRAM – HIIYE'YU LELUM

- Helpers – Casual Staff

TERM: Until April 30, 2023, with possible extension pending funding renewal.

Better at Home is a program that helps Elders with simple, non-medical, day-to-day tasks so that they can continue to live independently in their own homes and remain connected to their community. This position is casual to support the full-time staff.

Duties:

- Providing non-medical support to Elders in the Cowichan Valley, including but not limited to:
 - Light house cleaning of Elder's residence – Cleaning bathrooms – toilets, showers, tubs, sinks and mirrors
 - Cleaning dishes, kitchen sinks, counters and surfaces, appliances, etc.
 - General tidying and dusting of surfaces
 - Vacuuming carpets
 - Sweeping and damp mopping all tiled or hardwood floors. (All floors are to be left clean and dry so that they are not a slipping hazard)
 - Transportation to appointments (or assisted transportation by escorting Elder on public transportation)
 - Grocery shopping, either transporting the Elder or doing the grocery shopping and delivering to Elder
 - Laundry on occasion, if required
 - Stripping the bed of sheets and cover and replacing with clean items on occasion, if required
 - Cleaning inside windows on occasion, if required
 - Friendly visits to keep Elders company – chat, play cards, etc.
 - Light garden work – eg. mow lawns, weeding, raking leaves. Elder must supply tools/equipment
- Accommodating special needs/requests of Better at Home clients when appropriate, as long as they fit into the designated time
- Provide reports of all appointments to the Program Coordinator

Qualifications:

- Experience as a house cleaner/gardener highly desired
- Organized
- Punctual, reliable and responsible
- The ability to adapt to changing schedules
- Good communication skills
- Ability to set and maintain boundaries

- Good administration skills to ensure that accurate records are established and kept for cleaning and travel
- Complete a Criminal Record Check for “Vulnerable Sector”
- Knowledge of the Cowichan Valley resources for Elders
- Culturally sensitive
- Valid BC Driver’s license. Must submit a Driver’s Abstract, if providing transportation
- Reliable transportation. Will require Business Insurance if you are transporting Elders
- Strict adherence to confidentiality
- Subject to legal exemptions, proof of COVID-19 vaccination status will be required for this role prior to starting employment/volunteering

Please submit resume, cover letter and references to:

Hiiye’yu Lelum House of Friendship
Box 1015,
Duncan, BC
V9L 3Y2

Or drop off at #106 -5462 TCH, Duncan, BC

This posting will be open until the positions are filled