



L'Arche Live In Assistant

Posted: July 16, 2024

Closing: Wednesday July 25, 2024

L'Arche is an organization in which people with and without intellectual disabilities share life together based on stated core values, as articulated in our Servant Leadership Model. We live, work, and learn together in our 30 communities across Canada. Founded in 1964, L'Arche strives to shape a more human and just society where each person's gifts are known and celebrated.

Position: Live-In Assistant

Location: L'Arche Hamilton

Duration: permanent full time

Start date: Immediately

Salary: 42,578-43,680

Responsible To: House Leader

L'Arche Hamilton is seeking an energetic, compassionate individual who is willing to work and live alongside individuals with and without developmental disabilities. Successful applicants will belong to a community setting, learn new skills, and develop meaningful relationships. Assistants gain valuable life skills and opportunities for personal growth and leadership. More than a job, the live-in assistant role offers an exceptional and life changing adventure in friendship and self-discovery.

Location:

- We currently have four L'Arche houses in Hamilton where people with and without disabilities live together. We have an Art Studio located near Sherman and Main where our Day Program is located and where our administration team works. We also run and support Inclusion Café at Bernie Morelli Center.
- Live in Assistants work 5 out of 7 days per week and a 40 hr. work schedule
- Live-in Assistants will be provided with their own personal bedroom space.

Major Duties and Responsibilities: See [Role Description](#) for full details.

- Develop a positive, supportive and mutual relationship with individuals with developmental disabilities through sharing daily life together, which respects their history, choices, goals and needs.
- Collaborating with team members to ensure, that the physical, emotional, spiritual, vocational, recreational, health and safety needs of individuals with developmental disabilities are met while maximizing their choices and participation in the decisions affecting their lives.

Qualifications:

- High school diploma or equivalent
 - Fluent in spoken and written English and able to effectively articulate thoughts and ideas in a team setting
 - Clear police check including vulnerable sector screening
 - Valid CPR & First Aid certification
 - At least 18 years of age
 - Knowledgeable about L'Arche history, values and vision
 - Ability to be flexible and manage the stress of multi-faceted responsibilities and management
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- Ability to remain calm, focused and clear in times of crisis
 - Ability to take direction and follow-through on commitments in timely fashion
 - Open to learn and grow; able to give and receive feedback
 - Ability to directly address tensions in relationships
 - valid driver's license' is an asset

How to Apply:

- Please apply with a resume and cover letter to the attention of our Hiring Committee c/o Karen Dennison Assistant Coordinator karen@larchehamilton.org by July 24, 2024.
L'Arche Hamilton
664 Main St E.
Hamilton, Ontario
L8M 1K2
Tel :(905) 312-0162 ext. 222
Fax: (905) 312-0165



HOUSE ASSISTANT Role Description

Responsible to: House Leader

L'Arche is an organization in which we share life together based on stated core values, as articulated in our Servant Leadership Model. Make known the gifts of people with intellectual disabilities, revealed through mutually transforming relationships.

Foster an environment in community that responds to the changing needs of our members, whilst being faithful to the core values of our founding story. Engage in our diverse cultures, working together towards a more human society..

Position Summary:

Together with other members of the house team, the Assistant is responsible for the support, care and well-being of the individuals with disabilities at the house and day-to-day life in the home. The House Assistant is an effective member of the house team, and active member of the local L'Arche community.

Major Duties and Responsibilities:

- Build and foster a comfortable and welcoming atmosphere based on the individual characteristics and meaningful participation of all house members.
- Provide respectful and high-quality direct care supports and skill building for core members in areas including: personal care needs, life goals, money management, medical care and medication, appointments, family and work connections, household chores and meal preparation.
- Help plan and participate in inclusive celebrations and traditions in the home that are representative of house members.
- Support, respect and participate in house traditions and the spiritual life of the house and community.
- Keep up-to-date and accurate records in all areas as directed: financial, medical, daily journals, medication, etc.
- Assist House Leader in ensuring maintenance and upkeep of physical home, vehicle(s), and all house equipment and supplies.
- Actively participate in regular and consistent schedule of individual supervisory meetings, team meetings, house meetings and circles of learning.
- Participate in reviews and goal setting according to set processes
- Collaborate with house leader as well as with other assistants in home to complete household duties including but not limited to: shopping, cleaning, cooking, laundry, transportation, yard work, etc.
- Adhere to all policies, guidelines, regulations, and safety and emergency procedures of the local L'Arche community and government bodies
- Be attentive and responsible for own health and well-being.

Qualifications, Skills Needed and Position Requirements:

- High school diploma or equivalent
- Fluent in spoken and written English and able to effectively articulate thoughts and ideas in a team setting
- Clear police check including vulnerable sector screening
- CPR & First Aid certification or training
- At least 18 years of age
- Knowledgeable about L'Arche history, values and vision.
- Ability to be flexible and manage the stress of multi-faceted responsibilities and management
- Ability to remain calm, focused and clear in times of crisis
- Ability to take direction and follow-through on commitments in timely fashion
- Open to learn and grow; able to give and receive feedback

Working Conditions and Physical environment:

- Live-in Assistants will be provided with their own personal bedroom space.
The House Assistant of L'Arche Hamilton will spend most of their time in the role at house or in the community supporting members of that home. 40 hr work schedule
- From time-to time, the House Assistant will be required to be away to attend community, regional or national events and/or trainings.

Signature:

Date:
