

STUDENT PLACEMENT POSITION DESCRIPTION

Position Title: Health Services Student Placement	Locations: 1660 Tech Ave., Mississauga 245 Queen St. E., Brampton
<p><u>Responsibilities and Duties:</u> <i>(but not limited to)</i></p> <ul style="list-style-type: none"> ▪ Under the direction and guidance of the Team Lead & Life Enrichment Staff assist with: <ul style="list-style-type: none"> ▪ Planning and delivering culturally sensitive, language specific activities for frail, elderly and/or cognitively impaired program participants while ensuring that activities are based upon identified goals, interests, and capabilities and in line with individual care plans. ▪ Establishing goals and interventions based on program participant's emerging needs. ▪ Conducting activities i.e. exercises, mental aerobics and group activities. ▪ Conducting telephone Security Reassurance Checks. ▪ Developing monthly events and activity calendars including social outings and monthly menu planning. ▪ The activities of daily living, including feeding and personal care of program participants. ▪ Conducting overall service evaluations. ▪ Documenting on-going assessment, progress notes, care plans and quarterly reviews of program participants. ▪ Preparation of statistical and progress reports as required. ▪ Ensure client safety and security at all times. ▪ Complete learning contract in conjunction with the placement supervisor. ▪ Provide relief reception duties - answering telephones, welcoming clients, taking accurate messages etc. ▪ Interact with the program participants in a professional and polite manner. ▪ Become familiar with the agency's programs, services, practices and staff. ▪ Complete all tasks and responsibilities within assigned timelines. ▪ Notify the supervisor of absences and/or lateness. ▪ Adhere to the vision, mission, vision, and guiding values of the organization and the Health Services Program. ▪ Maintain confidentiality of clients, staff and peers. ▪ Represent Indus in a professional manner at all times. ▪ Arrive on time and be committed to the agency and the agreed upon hours. ▪ Assist with all other duties as assigned. 	
<p><u>Qualifications and Skills:</u></p> <ul style="list-style-type: none"> ▪ Currently enrolled in an accredited post-secondary Gerontology, Nursing or a Health related field. ▪ Experience working with and knowledge and understanding of the frail, elderly and/or cognitively impaired. ▪ Demonstrate professional work behaviour including time management, responsibility for assigned tasks, attention to work details, in addition to solid interpersonal and organizational skills. ▪ Must demonstrate initiative, a positive attitude and an ability to work in a team setting. ▪ Clear and accurate verbal and written English communication skills and one or more South Asian language. ▪ Sensitivity to the needs and challenges of the client population. ▪ Must demonstrate flexibility and adaptability; responsible, reliable, self-motivated and detail-oriented. ▪ Respect confidentiality at all times. ▪ Able to work as a team with site staff, and sensitive to cultural, linguistic and religious diversity. ▪ Ability to take direction from staff at all levels. ▪ Proficiency in Microsoft Office Suite, Internet & Email. ▪ Must complete all required orientation and training sessions. ▪ Indus' mandatory COVID-19 vaccination policy that requires all employees be fully vaccinated by a Health Canada approved COVID-19 vaccine has been temporarily suspended. Currently new employees will not have to show evidence of vaccination. Indus reserves the right to reactivate this policy at its own discretion based on Public Health recommendations. Individuals with valid medical or other human rights-based exemptions will continue to be considered for appropriate accommodation within the policy and in accordance with the Ontario Human Rights Code. 	

Note: This description is intended as a guide to reflect the principal functions of the role. However, it is not an all-inclusive listing of the required functions. Further, the description is subject to change at the discretion of management.