Kahnawake Shakotiia'takehnhas Community Services

EMPLOYMENT OPPORTUNITY

Life Skills Support Worker II - YAP

(Young Adults Program/Teen Social Club)

KSCS is seeking an experienced Life Skills Support Worker with knowledge of mental illness and disabilities who has the ability to observe and recognize changes in clients and implement home management social skills.

Under the supervision of the Team Leader of the YAP Program, the Lifeskills Support Worker - Young Adults' Program is responsible to provide individual support to clients, implement components of his/her ISP and daily activities, and ensure group harmony and individual self-expression.

Required Education & Experience:

- Certificate in Home Care and Family and Social Assistance Program, with two (2) years experience.
- Minimum High School with three (3) years related work experience and/or training may be considered.
- Knowledge of mental illness and disabilities.
- Valid First Aid, CPR, PDSB and Food Safe Certificate.
- A valid drivers' license and access to a vehicle is a requirement.

Status: Indefinite full-time position, with a 6 (six) month probationary period.

Salary: Starting at $28.54 hour.

Schedule: 35 hrs/week; must be willing to work flexible hours as necessary.

If you believe you possess all the requirements listed in the full job description for this position, and you wish to pursue a rewarding career with excellent benefits at KSCS, please forward your complete application to:

KSCS Human Resources. You must include a resume, letter of intent, along with your completed application form and required documents as specified within the application form. Full job descriptions are available at KSCS main reception or at www.kscs.ca. Please call 450-632-6880 for more information and submit completed applications, online, to: humanresources@kscskahnawake.ca.

Deadline to apply is: Friday, August 14th, 2026 at 4:00 pm.

GENERAL INFORMATION	
Code:	FLS5
Job Title:	**Life Skills Support Worker II - YAP**
Department:	Family Services, Assisted Living Services (ALS)-Individual Inclusion Support Worker
Date of Job Description:	April 2, 2011
Job Reports To:	Team Leader of YAP Program

JOB DESCRIPTION SUMMARY

Under the supervision of the Team Leader of YAP Program, the Life Skills Support Worker - Young Adults' Program is responsible to provide individual support to clients, implement components of his/her ISP and daily activities and ensure group harmony and individual self-expression.

CORE RESPONSIBILITIES AND DUTIES

Core Responsibilities	Duties
Implements the components of the ISP and support the services delivery of the YAP program by promoting healthy diet and implementing proper hygiene.	➢ Implements components of the participants Individual Service Plan (ISP) (when required) and activities of daily living, transition from school to work, social and recreational integration, home life and independent living skills. ➢ Facilitates individual or group related activities as outlined in the daily scheduled planning calendar. ➢ Interacts with participants on a consistent basis to ensure group harmony and individual self-expression is respected at all times. ➢ Feeds or assists in feeding a participant(s) and assists with menu selection. ➢ Administers personal care to participants such as bathing, personal hygiene, dressing and undressing. ➢ Physically helps participants to exercise, supervises exercise routines, or moves participants into the Snoezelen Room for relaxation. ➢ Sets up and provides leisure activities for participants and accompanies participants on outside recreational or social integration activities. ➢ Provides therapeutic programming. ➢ Makes behavioural observations and assesses the needs of the participants. ➢ Cooks, bakes and cleans up with participants. ➢ Deals with family or participants after regular work day. ➢ Guides and supervises the participants in his/her computer skills training and promote internet security techniques.
Assists with administrative duties.	➢ Reports all incidents and/or accidents pertaining to internal and external programming and/or field trips to his/her Supervisor and documents the incident in a written format via the daily logbook. ➢ Occasionally answers the telephone and takes messages, when requested ➢ Signs for cash advances and submits all activity receipts for petty cash report. ➢ Participates and contributes to all in-house program planning and/or in the development of projects. ➢ Assists in planning on-going and innovative promotional, recreational and educational tools and activities. ➢ Assists in the planning, implementation and delivery of the yearly YAP fundraising efforts. ➢ Assists with administrative tasks in planning field trips. ➢ Assists in providing education and awareness to the general community by ways of information sessions, open houses and other communication strategies. ➢ Attends team meetings concerning the participants, staff meetings and any other related meetings. ➢ Attends training sessions, workshops and conferences for professional and personal development. ➢ Uses staff vehicles for the transportation of participants, when requested for outings. ➢ Submits all signed weekly and/or monthly KSCS timesheets and expense forms. ➢ Occasionally follows and carries out the main floor fire alarm and/or evacuation plan and procedures.
Performs any other job-related duties as may be required by the immediate Supervisor.	

ACCOUNTABILITY
➢ To provide services in a manner consistent with the terms and conditions of the employment agreement, the personnel policies, standard operating procedures and directives. ➢ To maintain positive and collaborative working relationships with all community agencies, organizations and individuals dealing with mental and physical disabilities. ➢ To ensure proper handling of the client and to also ensure the safety of the workers. ➢ To provide trustworthy, professional and effective organization and facilitation of the YAP. ➢ To approach all Kahnawà:ke community members in a respectful way, with empathy and compassion. ➢ To engage youth on the aspects of being a positive role model. ➢ To provide effective support, guidance and interaction with the clients of YAP. ➢ To develop creative ways to encourage clients to participate in scheduled activities and maintain contact with family members. ➢ To provide administrative support in a timely fashion. ➢ To report any abuse, verbal or physical, to Supervisor. ➢ To maintain confidentiality practices.

ENVIRONMENTAL FACTORS	
Types of Schedule:	Regular work week, some flexible hours.
Stress Factor:	Moderate stress with some periods of high stress.
Deadlines:	Normal deadlines (planned).

QUALIFICATIONS	
Education and Experience	➢ CEGEP and/or Certificate in Home Health Aide – Special Needs with one (1) year experience. ➢ High School Diploma with two (2) years related work experience and/or training. ➢ Valid First Aid and CPR. ➢ PDSB.
Skills and Requirements	➢ Must take any training offered to the Young Adults' Program Inclusion Support Worker. ➢ Experience working with individuals living with disabilities. ➢ Energetic and positive attitude. Ability to motivate clients in activities. ➢ Planning skills. ➢ Ability to write reports and to keep up-to-date records. ➢ May be delegated to provide supportive and personal care to male/female clientele. ➢ Knowledge of the Kahnawà:ke community, community resources and its community members, and his/her challenges, problems and aspirations. ➢ Computer knowledge would be an asset (Word, Excel, Publisher, Board Maker). ➢ Possession of a valid driver's license and access to a vehicle is a requirement. ➢ Ability to work some overtime, evenings and weekends. ➢ Ability to deal with moderate to high stress situations. ➢ Willingness to work flexible hours.
Assets	➢ Knowledge of Kanien'keha. ➢ Food Handling/Sterile Processing Certificate.

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Immediate Supervisor **Incumbent**

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Date