

ONE COMMUNITY – ONE VISION

AIMHi provides opportunities and supports to people who have special needs and their families. Our culture empowers all people, both those we support and those we employ to live their best lives at work, at home and in the community. Strong communities recognize and celebrate the value of all citizens.

Competition Number: 2025-008T

Location: Life Based Services (Dept 530) 950 Kerry Street

Date Posted: January 13, 2025

Internal Closing Date: January 21, 2025

Position Type: Temporary

Status: Part Time

Hours per week: 20

Number of positions: ONE

Compensation: As per collective agreement \$27.54 – \$31.61 Hour = Grid Level 11

General: Position requires union membership / open to all persons

Schedule: Monday thru Friday FLEX SCHEDULE

Purpose of role:

- ✚ Many people with diverse abilities want to work and have full and enriched lives. LIFE Services is a new community living service that recognizes those goals and provides a four-pillar approach to supporting people to achieve them: **Learning, Inclusion, Friendship, & Employment**, or LIFE. It recognizes that success in a job means more than just landing a job. It means building life skills, strengthening community connections and lifelong learning; and setting in place all those necessary pieces that sustain a job.
- ✚ The LIFE Services Coach will support people with diverse abilities to pursue vocational interests through volunteer and employment opportunities. As a LIFE Services Coach, you will collaborate with each person you work with as they explore their goals in areas such as building personal support networks, fitness and recreational activities, friendships and community connections. Each person will direct their own services by participating with you in a dynamic planning and evaluation process. You will be continually adapting people’s support plans as their life needs or the needs of the employer change. Throughout the process, you will walk alongside people, facilitating, coaching, supporting, and guiding the person. As people develop their natural supports in their community, they will gradually shift their reliance away from the service.
- ✚ The job is a combination of in-person engagement as well as background support, including research, planning, design, networking, and administration. With LIFE Services being such a person-centered service, you will be expected to maintain a flexible schedule both in environment and time. Your workspace will often be in the community and on the go. It might be making a few calls or researching community opportunities in a café while you’re waiting to pick someone up from an interview. You will meet people where it suits people best which may mean on evenings or weekends.

What you will do as a LIFE Services Coach:

- Discovering interests, skills, abilities and growth areas of each person.
- Use your vehicle to transport people to required community activities and appointments
- Creating support plans and strategies for success in collaboration with the people.
- Training, supporting and monitoring people supported in a variety of employment, community and learning settings in areas such as job skills, communication skills, self-determination and confidence building, transit training, personal safety, healthy lifestyles, and relationship building.
- Researching potential employers, and connecting people to employers, community activities and learning opportunities that match their interests, skills and abilities of the person
- Providing or arranging for training and workplace readiness.

T: (250) 564-6408

950 Kerry Street Prince George, BC V2M 5A3

- Assisting the person to establish effective relationships with their employer and other connections they've made in their community.
- Monitoring and problem-solving through regular contact with the people and their employer.
- Providing crisis support when issues arise for the people and the employer.
- Evaluating the effectiveness of the support plan and strategies in collaboration with people and adapting it as needed.
- Contributing as part of the Association and foster healthy working relationships.
- Developing and maintaining effective working relationships with potential employers and recognizing and celebrating inclusive workplaces.
- Liaising with other agencies and organizations.
- Developing networking connections with other community service providers, professionals, educational institutions, and employers.
- Using technology for research, reporting, and administrative requirements.
- Reporting regularly to manager verbally and with written documentation, records and statistics

Qualifications: What is the employer needing from you?

Education:

- Diploma in Community Social Services field or a related discipline or equivalent combination of education and experience

Work requirements:

- Be able to have a Work schedule flexibility that will include evenings and weekends. The service is user-driven and is delivered when a person needs it. The schedule is based on the needs of people supported
- Reliable vehicle with business insurance to transport more than one person
- Standard minimum requirements for support workers employed in BC
 - Criminal record check through the Criminal Records review program
 - Doctors certification of physical and mental fitness for the work required
 - Class 5 driver's license (class 4 may be required)
 - Negative TB test clearance
 - Acceptable ICBC driving abstract record
 - Immunization records/history
 - Three references: one reference must be from the most recent employer and the other references need to speak to the prospective employees suitability and ability to perform the job
 - Possession of Canadian, landed immigrant or legal working status.
 - Emergency First Aid, including CPR
 - Crisis prevention institute training
 - Business insurance with a reliable vehicle

How to apply:

Go to <https://aimhi.ca/work-with-us/> look for **2025-008T** link then click on "APPLY NOW" button. Or:

Call our Main Office if you wish to inquire about the status of your application