



Employment Opportunity

Program: Day Program Work Room
Position: Full Time Pre-Vocational Assistant
Hours: Monday to Friday, Minimum 35 hours up to 40 hours weekly

Blue Sky Opportunities is looking to fill a permanent full-time position with a dedicated applicant willing to provide supports for adults living with an intellectual disability in a day program setting. This is a perfect opportunity to work Monday to Friday and enhance the lives of those attending the program.

Qualifications:

- Minimum Grade 12 education, other may be considered
- Clear criminal record, child abuse and adult abuse registry
- Able to provide proof of full vaccination of Covid-19
- Training in behavior management an asset
- Ability to give instruction and direction in a respectful manner.
- Excellent interpersonal relationship skills
- Ability to work independently and as part of the team
- Ability to be flexible and adapt to a changing schedule
- Valid Class 5 required and class 4 driver's license would be required within 6 months

Responsibilities:

- Teach work skills and work habits to individuals on a one-on-one basis, documenting individual progress.
- Demonstrate good work habits and model correct work behavior while being sensitive to approach when re-directing.
- Provide supervision and job support to individuals outside of BSO and to be able to assign jobs according to skill level independently
- Good communication skills with individual and community members
- Ability to be completely flexible with job duties, understanding those tasks can change daily.
- Provide one-on-one sessions with individual to strengthen life skills (such as math, computer, memory, telling time, etc.)
- Report any injury or unusual behavior to Day Program Manager or senior staff in charge
- Supervise in the lunchroom for coffee/lunch breaks when scheduled
- Transportation of individuals to and from home and employment situations, along with job support & training.
- It may be necessary to assign duties from time to time that do not appear in the above description.

Please forward your resume in confidence to: Human Resources at hr@blueskyop.com or fill in an application form online at www.blueskyop.com.

Only those considered for interview will be contacted.