



Penticton Indian Band

841 Westhills Drive,
Penticton, British Columbia
Canada V2A 0E8
Telephone: 250-493-0048

May 7, 2025

Employment Opportunity

The Penticton Indian Band (PIB) is currently seeking an ambitious and qualified individual to fill the following position:

Position Title:	Home Support Worker	Classification:	9 / Support
Department:	Health	Pay Rate:	\$20.00 - \$25.00/ hour (based on education and experience)
Status:	Full-time/ Permanent	Responsible To:	PIB Community Health Nurse
Hours of Work:	35 hours per week, <i>may include weekends, evenings and STAT holidays</i>		
Location:	Snxastwilxtn Centre, 198 Outma Sqilxw Place, Penticton, BC		
Deadline:	May 22, 2025		

Job Summary:

This position reports to the PIB CHN/Nursing Team Lead or designate. Under the supervision of the PIB CHN/Nursing Lead, the Home Support Worker is responsible, *within the policy and guidelines of the PIB Home Care Program*, to support activities of daily living, including housekeeping, meal preparation, promotion of personal independence; and to provide encouragement for the individuals and their families to actively participate in the plan of care and support; and to provide companionship and socialization. The Home Support Worker is expected to uphold, to the highest standard, the rights of privacy and confidentiality.

Core Competencies:

- Maintains and upholds privacy and confidentiality
- Experience with Microsoft Office programs, including word and excel
- Ability to take direction and follow through with plan of care
- Good written and verbal communication skills
- Ability to be flexible in work hours, as evening and/or weekend hours may be required to meet the needs of programs and services

Duties/Responsibilities:

- Prepare meals and perform light housekeeping duties which may include:
 - Preparation of a nutritious meal or snack
 - Vacuum carpets and mop floors, wash dishes, stove and cupboards as needed.
 - Clean bathroom, laundry including clothing and bedding as needed
 - Sanitization of the home and frequently touched/used surfaces
- Transportation to/from grocery store and personal health and wellbeing appointments
- Ensure confidentiality and privacy are upheld
- Report any changes in health status or concerns to the supervisor immediately.
- Promote and maintain positive communication with staff, client and supervisor at all times.
- Maintain documentation expectations, including daily tasks and monthly reporting
- Maintain up to date and knowledgeable of relevant Penticton Indian band Human Resources Policies and Procedures
- Other duties as assigned (*within limitations of position*)

Skills, Knowledge, and Abilities:

- Open-minded, non-judgmental, dependable, punctual
- Ability to receive direction and adhere to a plan of care
- Good oral and written communication skills
- Ability to develop and maintain positive working relationships
- Flexible to meet the needs of health department programs and services

Qualifications/Requirements:

Minimum Academic/Educational Requirements

- Grade 10 or equivalent

Required Certification, Licenses, Designations and/or Training

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| • Criminal Record check, including enhanced vulnerable check | • Driver's license with a clean abstract |
| | • Reliable and insured vehicle |

Assets

- Indigenous Ancestry preferred and familiar with Okanagan Nation culture and traditions
- Experience in working with Indigenous Band or organization.
- Flexible work hours/willingness to work on evenings and weekends.
- CPR-C with AED
- Food Safe certification

Conditions:

All work done at Snxastwilxtn Centre, home-based, or community-based – meet the individual and community where they are at. Supportive team environment

Preference will be given to qualified Aboriginal applicants as per section 21 of the Human Rights Code.

*All Penticton Indian Band employees are encouraged to learn about the culture, language and customs of the Okanagan people and must be willing to continuously upgrade their skills and knowledge and further their formal education.

The Penticton Indian Band offers a competitive compensation and benefits package as well as a great team and respectful work environment. If you are qualified and looking for an exciting and rewarding career, please send a resume and cover letter to the attention of:

Armando O. Lopez, HR Manager
Penticton Indian Band

Mail: 841 Westhills Drive **Email:** jobs@pib.ca
Penticton, BC V2A 0E8

In Person: PIB Administration Offices – 841 Westhills Drive, Penticton, BC

The Penticton Indian Band provides equal employment opportunities to all, regardless of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, political belief, creed, disability that does not prohibit performance of essential job functions or that cannot be accommodated, or conviction for which a pardon has been granted. However, where two or more applicants have comparable or equivalent skills and qualifications, preference shall be given, in the following order, to persons with specific knowledge of and/or experience with Sn'Pink'tn(Penticton) language (N'syilxcen), culture, history and customs; persons of Aboriginal, Métis or Inuit ancestry; and all others. We thank all those who apply; however, only those candidates selected for interview will be contacted.