

JOB POSTING #2025-05-10

INTERNAL/EXTERNAL

Community Inclusion Programs - Discovery

Community Living Support Workers

Wage: \$25.95 per hour

GRID LEVEL: 10, JJEP WAGE GRID

Classification: Community Support Worker

Full Time: 35 hours per week, Monday to Friday

5 positions available – please specify which position(s) you are applying to

2- Permanent.

1 – Temporary until January 1, 2027 (with possibility of extension)

2-Casual/On call

This position requires union membership

Assist Individuals with Diverse Abilities

Join the team at Archway!

Come Help Us Help People

Location: Abbotsford

Employees will be assigned to site locations in the Abbotsford area, based on program needs, client needs, and schedule requirements.

On Site

Job Summary:

Under the guidance of the Community Living Supervisor and through active team collaboration, the Community Living Support Worker is responsible to assist persons with disabilities, aged 19 years and older, to enhance socialization skills and access recreational activities. The goal of the program is to further each person's independence, self-determination, and sense of purpose, while increasing their feelings of self-worth and improving their quality of life. Individuals may have or require positive behavioural support plans that support workers implement.

Individualized Services: The Discovery Program provides services for a few persons who require more individualized support from a Community Living Support Worker with a ratio of 1:1 that can flex to group support when time allows. This may include supporting client's interests, transportation, in program and community settings, or other 1:1 duty.

Your Role:

Archway's Community Living Support worker with Discovery contributes by:

- Assists each person to develop, execute, and maintain an Individual Service Plan, which is reflective of their personal goals through assessments and in conjunction with Community Living BC (CLBC) outcomes. All individual Services Plans are reviewed and evaluated for progress, with the flexibility to adjust goals as needed.

- Identifies and offers social, recreational and skill building opportunities that are reflective of individual's interests; providing support, guidance, and instruction to encourage participation.
- Collaborates in planning day-to-day activities and follows through with designated activities while balancing adaptability as needed.
- Provides personalized care and assistance to individuals in a dignified manner.
- Ability to work on a team, supporting team members.
- Ability to anticipate the needs of clients and colleagues, and step into a supporting role when needed.
- Able to recognize moments of client stress, identifying concerns and problem solving with clarity and confidence, using critical thinking skills.
- Maintains daily and accurate documentation using Archway's client documentation system – CAMS.
- Ensures effective program delivery that is consistent with the Discovery program mandate, Archway policies and procedures, and as per CARF and Community Living BC program standards.

This position is a great fit for someone who has exceptional interpersonal caregiving abilities, excellent relationship building skills, and is skilled at prioritizing their workload to respond to changing conditions and client needs. Candidates should possess a deep sense of empathy and patience, crucial for assisting individuals with diverse abilities. The commitment to improving quality of life for individuals with developmental disabilities will be instrumental in the success of the Discovery program.

Our Offer

- Wage: \$25.95 per hour (CSSEA JJEP evaluation)

2 - Full-Time permanent, 35 hours per week, available Monday to Friday, 8:00-3:00pm.

Benefits include:

- Three weeks' pro-rated vacation.
- Employee health and welfare benefits.
- Employee and Family Assistance Program.
- Access to online wellness resources including newsletters, physical health videos, and wellness events.
- Free use of Archway's wellness equipment.
- Business insurance and associated mileage costs for program-related driving is covered by Archway.
- Great in-house training opportunities.
- Rewarding work in a positive and supportive environment.
- Work/Life balance.

1 - Full-time temporary, until January 1, 2027 (with the possibility of extension), 35 hours per week, available Monday to Friday, from 8:00am to 3:00pm.

Perks include:

- Great in-house training opportunities.
- Access to online wellness resources including newsletters, physical health videos, and wellness events.
- Free use of Archway's wellness equipment.
- Rewarding work in a positive and supportive environment.
- Work/life balance.

2- Casual permanent positions, available Monday to Friday, 8:00am to 3:00pm.

Perks include:

- Great in-house training opportunities.
- Access to online wellness resources including newsletters, physical health videos, and wellness events.
- Free use of Archway's wellness equipment.
- Rewarding work in a positive and supportive environment.
- Work/life balance.

Getting an Interview – you will be considered if you have:

- Diploma in a human service-related field and one year recent and related experience; or an equivalent combination of education, training, and experience.
- Behavioural Interventionist training is an asset.
- Maintains a Satisfactory Criminal Records Check.
- Valid First Aid with CPR/AED Certification or willingness to obtain one.
- Valid Class 5 BC Drivers' License, clean driving record and a clear Driver's Abstract.
- The use of a personal vehicle will be required for program-related driving; must be able to be insured according to Archway's transportation policy.

The Job Requires you to have:

- Well-developed interpersonal caregiving abilities, including oral and written communication skills.
- Ability to work effectively in a collaborative team setting and independently.
- Self-motivated and able to take initiative.
- Strong skills in Microsoft Office 365, including Word, Excel, Outlook, and PowerPoint.
- Strong planning, organizing, and time management skills; able to identify and manage competing priorities and meet deadlines.
- Excellent relationship building and networking skills; able to build positive and trusting working relationships.
- Ability to problem solve and adapt to changes in physical, emotional and health needs, as needed.
- A satisfactory Criminal Records Check is a condition of employment.

Closing date is November 23, 2025.

TO APPLY

Interested applicants are to reference **Posting #2025-05-10 in the subject line.**

Please submit your cover letter and resume online only:

Email: jobpostings@archway.ca

Subject: Job Posting #2025-05-10

No phone calls please. Only short-listed applicants will be contacted.

Must be legally entitled to work in Canada.

This position is open to all applicants.

Your resume may also be forwarded to other Programs for their consideration for their job vacancies. If you do not wish for your application to be shared with other Programs, please send an e-mail to jobpostings@archway.ca with DO NOT

FORWARD TO OTHER PROGRAMS, in the subject line of the e-mail and the job reference number to which you applied, in the body of the e-mail.

Archway's goal is to be a diverse workforce that is representative, at all job levels, of the people we serve. Equity and diversity are essential to excellence. An open and diverse community fosters the inclusion of voices that have been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including Indigenous identity, race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, sexual orientation, gender identity or expression, or age.

We acknowledge that we gather on the traditional and unceded territory of the Stó:lō people. Stó:lō territory extends from the mouth of the Fraser River to Boston Bar. Locally, this includes the Matsqui First Nation and Sumas First Nation. We give them thanks for sharing their land and resources with us.

We invest in the mental health and wellbeing of our employees.