



North Hastings Community Integration Association (NHCIA)

Building Partnerships for Community Living

Internal/External Job Posting

Purchase of Service Worker for Existing Vacancy

Contract until April 16, 2027

Up to 60 hours per 2-week pay period

Rate of Pay \$21.58 per hour

Position Summary: Purchase of Service Workers provide support to individuals utilizing individualized funds through a service agreement between the individual and NHCIA. The support person will use a person-centered approach directed by the individual and their family. Demonstrate a strong understanding of the mission, vision, and values of NHCIA and operate in accordance with those, and the principle of doing with and not for. Work locations are typically in the community, and NHCIA locations. Supports may also be offered virtually. Out of town supports may also be required from time to time.

Benefits of Joining the NHCIA Team:

- Flexible schedule
- Training & development opportunities
- Social Club
- A culture that values fun, celebrating successes and achievements
- Positive Environment
- Competitive benefits package for eligible employees
- Personal emergency, and bereavement days

Responsibilities:

- Follow the individuals purchase of support agreement
- Work independently and collaboratively as part of a team when required
- Complete shift log notes and documentation as required
- Attend meetings and training
- Develop a respectful relationship with individuals, and their family
- Maintain confidentiality as outlined in NHCIA's Confidentiality Agreement
- Demonstrate a high-level of active listening skills, and attention to detail
- Ability to think critically and engage in proactive problem solving
- Integrity and reliability to follow through on tasks and commitments
- Excellent organizational and time management skills
- Provide supports following the direction of the person support guide

Requirements:

- Successful completion of the DSW, SSW Diploma or equivalent experience would be considered an asset
- Valid First Aid and CPR certification (emergency level or higher)
- A valid Full G class driver's license, clean driving record, reliable vehicle, and \$1,000,000 liability coverage
- Submission of a criminal record check with vulnerable sector screening to be reviewed by the Executive Director
- Ability and willingness to work flexible hours, including days, evenings, weekends and holidays

Please submit your detailed cover letter, resume, and one-page profile by 4:30 p.m. **May 8, 2026** to:

The Hiring Committee at North Hastings Community Integration Association

2 Alice Street, Box 1508 Bancroft, ON K0L 1C0

communityliving@nhcia.ca

NHCIA is an equal opportunity employer and encourage applications from candidates who have been historically disadvantaged or marginalized. We thank all applicants, however, only those selected for an interview will be contacted. In accordance with the AODA NHCIA will make every effort to accommodate applicants with disabilities in our recruitment process. Please contact 613-332-2090 if you require accommodation.