

Harvest Community Inc.

Job Description: Vocational Day Program Disability Support Worker - Temporary

CORE FUNCTIONS: To assist and provide support to adults experiencing intellectual disabilities in the day program. Understands and agrees with the acts according to the principles, values and mandate of Harvest Community Inc.

ACCOUNTABILITY: Reports to the Production Manager on production matters and the Program Manager on participant, non-production programming matters.

DUTIES & RESPONSIBILITIES:

1. To be a role model in the workplace.
2. To support, and work alongside Day Program Participants performing vocational and recreational activities in the day program and at group outing locations.
3. To be the back-up bus driver as needed for our 24-passenger bus.
4. Responsible for participating in and overseeing the cleaning of the day program space.
5. To support and assist in any programming as required in consultation with Program Manager. This includes but is not limited to group outings, supporting participants with coping skills and problem solving, and supervising exercise breaks.
6. To provide personal care as needed.
7. To communicate effectively with other staff.
8. To support wiping rag operation by cutting, sorting, checking, weighing, and boxing textiles.
9. To ensure that the daily production is high quality and to industry standards.
10. To support handi-flag production and other light industrial production.
11. To express any concerns regarding Program Participants to the Program Manager or Program Assistant.
12. To support the Horticultural and Special Projects supervisor in yard and greenhouse care & maintenance.
13. To attend training seminars as directed.
14. To operate farm equipment and vehicles including lawn mower, weed whippers, pick-up truck, gators, etc.
15. Other related duties as assigned.

WORKING CONDITIONS:

- 2 paid 15-minute breaks at 10am and 2 pm; an unpaid 30-minute lunch break at 12pm
- Working indoor in a loud environment
- Working outside in varying weather (wind, heat, rain, etc.)
- Working alongside participants and/or staff
- Working independently
- Light industrial work: steel toed shoes required on production floor and with farming implements, eye protection required for specific tasks, gloves required for specific tasks.
 - Staff are required to supply their own steel-toed shoes, and can receive partial reimbursement when they submit their receipt

ABILITIES AND SKILLS REQUIRED:

- Must have a valid Saskatchewan Driver's license, class 4 or higher
- Ability to encourage persons with intellectual disabilities to participate in activities
- Strong problem-solving skills
- Ability to patiently demonstrate activities to individuals
- Current First Aid and CPR.
- Must have the ability or be willing to learn how to operate equipment such as forklift, tractor and riding lawn mower
- Demonstrates a good work ethic and job appreciation

This position runs from mid-September, 2025 through late August, 2026 with full-time hours: 8am-4pm Monday-Friday. Harvest Community Inc. is closed on weekends and statutory holidays.

*Applicants considered for this position will be required to provide a Police Record Check with Vulnerability Sector Check.