

Just Enough Supports Program Community Support Worker - Job Description

General Description:

Reporting to the Just Enough Support Program (JESP) Program Facilitator, the Community Support Worker is responsible for providing support to Individuals in accordance with Centerpoint Facilitation's Person-Centered planning approaches and beliefs, the Principles of Support, PDD guidelines and the Individual's Person-Centered Plan. The Community Support Worker provides support that facilitates the individual's growth, development, and achievement of personal goals.

Duties and Responsibilities:

Individual Support:

1. In consultation with the JESP Program Facilitator, participate in the development of programs for the Individual providing identified and appropriate support with specific attention to promoting independence, developing independent living skills and in making safe and healthy choices.
2. Act as a role model, displaying professional attitudes and behaviour.
3. Encourage community involvement for everyone, providing opportunities for structured and informal involvement.
4. Participate and support Individuals in community activities they may want to participate in (holiday dances, parties, birthday celebrations, etc.)
5. Participate in professional appointments as requested/required, i.e. medical, dental, and optical.
6. Participate in the Person-Centered Planning process for each Individual, including providing updates, assessment information and other relevant information.
7. Establish and maintain effective and professional relationships with the Individual's personal supports, including the individual's guardian, family members, friends, and natural community connections.
8. Ensure all required documentation, including daily log notes, incident reports, data collection, program updates, financial records and reporting, monthly and quarterly reporting etc. is completed and kept confidential, safe and secure as per policy (POPA and ATIA).

Community Inclusion:

1. Represent themselves, the program, and the agency professionally and positively within the community.
2. Present Individuals in a positive, respectful manner, maintaining confidentiality.
3. Utilize community resources to research opportunities for the individual.
4. Support the Individual in building personal connections in the community, promoting the development of a natural support network.

Ongoing Education/Training:

1. Be familiar with and adhere to the philosophy of Person-Centered Approaches.
2. Be familiar with and adhere to Abuse Prevention and Response Protocol and Providing Protection for Persons in Care standards.
3. Be proactive in furthering support skills with additional training in, including but not limited to: POPA and ATIA, Non-violent Crisis intervention, First Aid & CPR, ASIST, Universal Precautions, Medication Assistance training, Person-Centered Approaches, and any other mandatory in-house training required by Centerpoint.
4. Identify training and development needs with the JESP Program Facilitator.
5. Maintain any personal qualifications or education that relates to Human Services.

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Team Relations:

1. Work effectively with all team members in a positive and professional manner to implement and be an example of Centerpoint's core value of the Person-Centered Approach's.
2. Establish and maintain effective, open, and professional working relationships with other Centerpoint Team members who may also be supporting the Individual.
3. Attend regularly scheduled JESP Team Meetings and Team Building, other internal and external agency meetings, and training as requested by the JESP Program Facilitator.
4. The Community Support Worker works closely and in consultation with the Program Facilitator, relaying important concerns and information and assisting in planning or problem-solving.
5. Other duties as assigned may be required.

Hours:

Flexible. As indicated in each Community Support Workers offer letter based on Individual PDD Referral Confirmation. Will include evenings and weekends.

I have read and understand and agree to the duties and responsibilities as listed in my current job description.

Team Member Signature

Date

Program Facilitator Signature

Date