



JOB POSTING #70-20 COUNTY OF ELGIN HOMES VISITOR ATTENDANT (Repost)

Posting Date: September 4, 2020

The County of Elgin is recruiting Visitor Attendants for non-union temporary positions located within our Long-Term Care Homes. Visitor Attendants will be responsible for scheduling, enabling and monitoring of all visits with our Long-Term Care Residents as within the parameters as directed by the Province and/or the Ministry of Health and Long-Term Care.

Visitor Attendants will be responsible for the following: scheduling of resident visits, educating visitors of the requirements for each visit, portering residents to and from scheduled visits, supervision of resident visits to ensure requirements of physical distancing and use of personal protective equipment are maintained, providing information and instruction to residents and visitors, verification of visitor requirements, sanitization of all visitation areas, maintaining records and logs, and other duties of a similar nature as assigned.

Please note that changes to the summary of duties and/or responsibilities as above may be required pending further direction from the Ministry of Long-Term Care and/or the Ontario Government due to the evolving nature of the emergency declaration.

Positions: Terrace Lodge - Aylmer (3)
Elgin Manor - St. Thomas (2)

Hours of Work: Up to 35 hours per week.
Must be available to work shifts as scheduled 7 days a week, including weekends and statutory holidays. Shifts will include day and evening hours.

Effective: ASAP – March 31, 2021 OR appropriate notice of termination of contract is provided.

Salary: Minimum Wage

Qualifications & Requirements

- Secondary school diploma required. Preference to candidates enrolled in post secondary education.
- Prior experience in a customer service role. Strong communication skills required.
- Experience in a healthcare setting considered an asset.
- Must be able to wear required Personal Protective Equipment including mask and gloves for extended periods.

Resume Deadline: Friday, September 18, 2020 at 4:30pm

Please submit your cover letter and resume (in **one** PDF or Word document) to jobs@elgin.ca. **Job Posting # to be indicated in the subject line.** Incorrect information may result in withdrawal of your application.

Personal information for this position is collected under the authority of the Municipal Act, S.O. 2001, as amended. Only those applicants selected for an interview will be contacted. The County of Elgin is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. Applicants need to make their needs known in advance.



JOB POSTING #70-20TL COUNTY OF ELGIN HOMES VISITOR ATTENDANT

**SUCCESSFUL APPLICANT 1:
EFFECTIVE DATE:
LOCATION:**

**SUCCESSFUL APPLICANT 2:
EFFECTIVE DATE:
LOCATION:**

**SUCCESSFUL APPLICANT 3:
EFFECTIVE DATE:
LOCATION:**

**SUCCESSFUL APPLICANT 1:
EFFECTIVE DATE:
LOCATION:**

**SUCCESSFUL APPLICANT 2:
EFFECTIVE DATE:
LOCATION:**

**SUCCESSFUL APPLICANT 3:
EFFECTIVE DATE:
LOCATION:**