REHABILITATION CENTRE FOR CHILDREN

**JOB OPPORTUNITY**

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| **Bulletin No: 20-019A****\*\*\*REPOST** | **Department:**Front End Services | **Posting Date:**July 7, 2020 |
| **Position:** **Entry Point Screener – Term (July 2020-September 2020)** | **Reports to:**Director of Rehabilitation & Clinical Services | **Start Date:**As Soon As Possible |
| **Job Type:****Unionized** | **Employee Group:**CUPE | **EFT:**1.0 EFT (2 Positions Available) |

**Responsibilities:**

The Rehabilitation Centre for Children (RCC) is a community based health care facility providing services to children with special needs and their families. In response to the COVID-19 pandemic, the Rehabilitation Centre for Children at SSCY Centre will require additional staffing to support our fight against COVID-19; while continuing to provide the best possible health care services to Manitobans.

**Position Overview**

Entry Point Screeners greet employees, patients and visitors to the respective site while carrying out safety screening criteria prior to allowing entry. Screeners also perform telephone screening with clients prior to clients scheduled appointments. Receiving and cleaning equipment such as adapted bikes is also required. Training will be provided.

**Education, Licenses, Registration & Experience:**

**Education (Degree/Diploma/Certificate):**

* High School Education, Manitoba Standards required.
* Student enrolled in allied health or nursing program with a minimum of one year completed. Preferred.

**Experience and Skills:**

* Respectful of diverse cultural and socio-economic backgrounds of patients and their family members.
* Comfort and familiarity with children with complex neurodevelopmental and medical needs preferred.
* Friendly personality and a genuine interest in helping others.
* Excellent communication skills.
* Conscientious, organized and attention to detail.
* Ability to adhere to the site safety policies, confidentiality and dress code.
* English communication skills, oral and written.
* Compliance with workplace safety, PPE policies and procedures required.
* Ability to work effectively both independently and within an intra-disciplinary team.
* Employment is subject to criminal records and child abuse registry checks.

**Physical Requirements:**

* Position involves walking and standing for sustained periods of time.
* Good physical and mental health, visual, aural acuity and manual dexterity required.
* Position involves working on the telephone.

**Hours of Work:**

Monday to Friday 37.5 hours per week with some flexibility required regarding day of work and start/end times related to service demands. Weekend and evening work may be required.

**Salary:** $14.516 per hour Annual Base Hours: 1950

We thank all applicants that apply but only those candidates selected for an interview will be contacted.

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| **Apply in Writing to:****Kizzy Phillips, HR Specialist****1155 Notre Dame Ave****Winnipeg, MB R3E 3G1****Email: kizzyp@rccinc.ca** | **Closing Date:**July 14, 2020 |