**Employer:** J. Doe

**Job Position:** Personal Support Professional - Weekday mornings

**Service:** Personal Support Services

**Schedule:** Monday-Friday mornings, 6:30am-9:30am, 15 hours per week

**Job Summary:** The Personal Support Professional for weekday mornings will provide J. with the support to live the life they want to live. J. wakes up around 6:30am daily; the PS professional will support J. to get ready for the morning and off to their community activities by 10:00am.

**Duties/Responsibilities:**

* Support J. in getting out of bed using pivot transfer
* Support J. to take a shower and get dressed
* Support J. to make a breakfast
* Support J. to review the calendar for the day and week

**Required Skills/Abilities:**

* Ability to complete a pivot transfer
* Ability to coach a person through physical tasks
* Ability to turn on and use an electric stove, microwave, and toaster oven
* Basic computer skills, including use of Google calendar required
* Ability to read and understand cooking instructions on food containers

**Education, Experience, and Certifications**

* First Aid Certification
* Cardiopulmonary Resuscitation (CPR) Certification

**Physical Requirements:**

* Must be able to lift at least 150 pounds
* Must be vaccinated against Influenza and COVID-19

**Employer:** J. Doe

**Job Position:** Community Development Professional, weekdays + one Saturday / month

**Service:** Community Development Services

**Schedule:** Monday-Thursday, 10am-5pm; Fridays, 10am-2pm; 1st Saturday of month, 6pm-2am.

32-40 hours per week

**Job Summary:** The Community Development Professional will support J. in attendance with the activities that are most important to them. Weekday activities include volunteering at the animal shelter, going out to lunch with friends, and recreational sports. On the first Saturday of every month, J. needs support to attend a party at a local club in the evening and late night.

**Duties/Responsibilities:**

* Support J. in transportation to volunteer and personal events
* Support J. to volunteer at animal shelter
* Support J. in interactions with friends at lunches, sports, and club events

**Required Skills/Abilities:**

* Ability to complete a pivot transfer
* Ability to coach a person through tasks
* Basic computer skills, including use of Google calendar required

**Education, Experience, and Certifications**

* First Aid Certification
* Cardiopulmonary Resuscitation (CPR) Certification

**Physical Requirements:**

* Must be able to lift at least 150 pounds
* Must be vaccinated against Influenza and COVID-19