

## **VAN DRIVER: AURORA ADP; Part-time/Contract, 10-15-hour workweek, split shifts)**

The Alzheimer Society of York Region (AS YORK) helps improve the quality of life for people diagnosed with Alzheimer's disease and related diseases. We provide supportive counselling and education opportunities for individuals and families living with dementia. AS YORK also provide respite to caregivers and social activities for persons diagnosed with cognitive impairment through our D.A.Y. Centres. A non-profit, community-based agency.

The Alzheimer Society of York Region is seeking enthusiastic, empathetic individual to drives and operate a passenger vehicle for the purposes of providing transportation to persons with dementia to our Adult Day Program as well as occasional deliveries. General maintenance and care of the vehicle is also required. The successful candidate will report to the Aurora D.A.Y. Centre Program Manager.

### **Responsibilities:**

- Transports clients to adult day program, safely assisting clients in and out of vehicles.
- Plans and sets out most efficient route to meet schedule
- Maintains the general maintenance and care of the vehicles and reports any relevant issues to supervisor.
- Adheres to all Infection Prevention and Control policies and procedures, including the cleaning and disinfection of vehicle exterior, interior and any equipment and supplies, the appropriate use and wearing of personal protective equipment and the completion of required training
- Performs inventory checks of supplies and equipment in the vehicle and makes adjustments as required, reporting any errors or omissions.
- Adhere to the policies pertaining to transit emergency situations
- Communicates any concerns and difficulties in relation to clients' care, food deliveries and/or motor vehicle operation to the Program Manager/designate
- Completes all necessary documentation as required by operational policies and procedures
- Regularly reports on any incidents or concerns to the Program Manager/designate
- Manages crisis situations as they arise in a professional and calm manner
- Performs other duties as required and assigned by the Program Manager/designate

### **Qualifications:**

- Must have 3 or more years driving experience
- Experience driving large passenger vehicles an asset
- Valid "G" driver's license, "F" license preferred but not required
- Safe driving record, Clean Drivers abstract
- Valid First Aid and CPR Certification
- A satisfactory Vulnerable Sector Check within the last 6 months
- Experience working with persons with dementia, and/or knowledge of dementia preferred.
- Ability to communicate effectively in English (written and verbal)
- Ability to manage time & routes for a streamlined transportation and deliveries experience
- Ability to lift up to 50lbs
- Ability to maintain confidentiality
- Second language would be an asset
- Proof of full COVID-19 vaccination

### **Position Available:**

One-part time contract Aurora Van Driver – must be available for split shifts (max 3 hour split shift from 8 am to 4 pm; weekdays)

### **Start Date: Immediately**

**PLEASE REPLY BY EMAIL: Franca Contardo, Senior Program Manager - [fcontardo@alzheimer-york.com](mailto:fcontardo@alzheimer-york.com)**

**Thank you to all candidates for your interest, only candidates invited for an interview will be contacted.**

AS York is an equal opportunity employer, dedicated to creating a workplace culture of inclusiveness that reflects the diverse population we serve. If you require accommodation in order to participate in the recruitment process, please contact us at 905-726-3477. Accommodation will be provided in accordance with Ontario's Human Rights Code.

**Note:** As a result of the COVID-19 pandemic and the need to strengthen and promote health protection to clients, staff, volunteers, students, contractors, and members of the public attending AS York, all successful candidates are required to provide proof of COVID-19 vaccination (full vaccination is required) from the Ontario Ministry of Health website or other authorized source prior to the first day of employment with AS York. An individual is fully vaccinated if they have provided proof of vaccination in the form of a receipt from COVaxON (the Ministry's provincial system for COVID-19 vaccination information) and 14 days have elapsed from the final dose. In the event that you are unable to be vaccinated as a result of a ground protected under the Human Rights Code, you may submit a written explanation of the ground and any supporting documentation for AS York to determine if you are exempt from this requirement. **If you require accommodation in order to participate in the recruitment process, please contact us at 905-726-3477. Accommodation will be provided in accordance with Ontario's Human Rights Code.**