



**Sooke Family Resource Society
Job Posting 08-26 – Community Support Worker-Co-op**

We are currently seeking a part-time Co-op student to join our team. All employees of Sooke Family Resource Society are dedicated to serving the community and committed to supporting the society's mission statement.

Mission statement: We provide people, of all ages and abilities on southern Vancouver Island, with services and resources that encourage them to enhance skills, address challenges and create a path forward.

Job Title: Community Support Worker Co-op
Co-op Term: June - August
Date Posted: May 26, 2026
Closing Date: June 8, 2026
Reports To: Manager, Adult Outreach Services
Wage/Salary: \$25.95 – \$29.76 (10-JJEP Wage Grid)
Location: Langford, BC
Shift Schedule: Standard working hours Monday – Friday
Hours per Week: 20-30 hours per week

To Apply, please submit resume, and cover letter by email to careers@sfrrs.ca

Job Summary:

The role of the Co-Op Community Support Worker is to provide person-centered support services to adults who have been diagnosed with Developmental Disability and who face significant challenges with adaptive functioning. The Support Worker assists in areas of outreach, skill development, community inclusion or employment support. Support staff may be asked to work directly with individuals one-to-one or in an activity group setting.

Key Duties and Responsibilities:

1. Maintains client caseloads based on referrals from the Program Supervisor.
2. Assists clients in recreational and social activities as outlined in their Personal Support Plan.
3. Provide client with life skills as outlined in their Personal Support Plan.

4. Assist clients in achieving their educational / employment goals as outlined in their Personal Support Plan
5. Provides flexibility and willingness to accommodate day-to-day variations in support requirements.
6. Provide clients with emotional support.
7. Provide clients with a positive role model.
8. Documents cases and maintains records to comply with agency guidelines.
9. Maintains an awareness of any issues (medical, behavioral, or other) experienced by clients and informs Program Supervisor.
10. Provide transportation to all areas within the South Island Region, as required.
11. Provides services to all clients in a culturally appropriate manner.
12. Promotes community inclusion.
13. Support, promote and attend Connections Club as required.
14. Maintains relevant program and agency standards in accordance with accreditation requirements.
15. Identifies social, recreational, and educational services in the community that meets the needs of the clients.
16. Report critical incidents immediately to the Program Supervisor.
17. Attends weekly supervision meetings with Program Supervisor.
18. Attends team meetings, as required.
19. Performs other related duties as assigned by the Program Supervisor.

Qualifications:

Education & Knowledge:

- Currently enrolled and in good standing with a recognized Human/Social Service Program

Training & Experience

- One (1) year recent related experience or an equivalent combination of education, training, and experience

Additional Information:

- A valid class 5 driver's license with satisfactory Driving Record is required.
- The use of a vehicle in good working order, with insurance, and the ability to transport clients within the South Island Region is required.