

**Overnight Residential Support Worker**  
**Part time and Casual, Relief positions available**  
Dave Smith Youth Treatment Centre

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**Position Type:** Casual, Relief

**Job Region:** ON - Ottawa Area

**Career Level:** Experienced (Non-manager)

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**Are you interested in helping adolescents and their families overcome addiction and mental health problems as part of a new Centre of Excellence?**

The Dave Smith Youth Treatment Centre (DSYTC) has embarked on both an exciting and challenging journey. We recently opened a youth residential treatment facility in Carp as well as assumed service responsibilities for a residential treatment facility in Carleton Place. As a result of our expansion, we now deliver evidence-based programming from 3 campuses: Carleton Place, Carp and Bronson (downtown Ottawa).

The part time and casual relief position available is at our **Carleton Place** rural residential site. Hours of work are Monday through Sunday 11:00 pm to 7:00 am.

The Overnight Residential Support Worker is responsible for the provision of security of the building and property; safety and support of clients, as well as maintenance, housekeeping, meal preparation and clerical duties.

**Main Responsibilities (Non-Exhaustive List):**

- Complete the prescribed nightly schedule of responsibilities, including fire safety, security and related documentation.
- Implement aspects of the client's plan of care and therapeutic activities applicable to the shift.
- Carry out specified meal preparation, housekeeping, preventive maintenance and clerical duties.
- Each shift and as required, document to agency and ministry standards (in the individual client and/or main log), medication dosage and standing.
- Inform superiors and document exceptional circumstances associated with clients and/or the building and resources.

**Education, Experience, Licenses and Certificates:**

- High School Diploma. Post secondary education in addiction counselling or a related field preferred.
- Employment or volunteer experience with young adults.
- Ability to work effectively in an automated office environment, including the use of various software such as electronic mail, word processing, spreadsheet, database.
- Valid Class 'G' driver's license and use of a vehicle.
- Valid First Aid and CPR
- Current Police Records Check for Service with the Vulnerable Sector

**Hourly Rate:** \$13.85 to \$17.31

If interested, please email your CV and a covering letter in confidence to [Linda.b@davesmithcentre.org](mailto:Linda.b@davesmithcentre.org).

We sincerely thank all applicants for their interest. However, only those selected for an interview will be contacted.