Location: WATERVILLE, NOVA SCOTIA
Position: Supportive Co-Worker
Status: Full time position

Do you have a background that covers human services?
Are you energetic and always up to meeting new challenges?
Do you always go that extra mile when getting the job done?

The Flower Cart Group provides vocational service to adults considered to have an intellectual disability who reside in Kings County, NS. Over the last 40 years, The Flower Cart Group has served hundreds of adults with a wide range of service options including, but not limited to prevocational, vocational, outreach and community employment programs. The Flower Cart Group is currently seeking a Supportive Co-Worker. This is a full-time position at the Michelin Tire plant which reports directly to the Michelin Contract Coordinator. We are looking for a person who is physically fit, detailed-oriented, always looking to add value, client focused, and is energetic and driven regardless of the obstacles!

The Supportive Co-Worker will be an ambassador for, and facilitator of, supported employment. Responsibilities will include:

- Participant training and counselling
- Assisting participants with day to day concerns
- Keeping records related to participants, for example progress reports, program data, history, medical information, etc.
- Fostering a team oriented environment
- Cooperating with peers in other programs and projects of The Flower Cart Group
- Ensuring quality control of production methods and finished products
- Ensuring that participants are challenged by the work that they are involved in
- Fostering participant independence in the production process
- Assisting in identifying workplace hazards and in developing solutions to address identified hazards
- Working in a safe manner at all times.

The challenge of this position is maintaining a balance between human service work and the requirements of social enterprise contract work.

The successful candidate will have:

- Post-secondary degree/diploma in human services, or equivalent.
- Basic knowledge of principles and practices of human services, training and development, and coaching.
- Highly proficient in MS Office software. Certificate in MS Office would be an asset but is not required.
- Working knowledge of labour standards, occupational health and safety, disability support, and human rights.

- 2 years in human services role.
- Previous experience in job coaching or supported employment an asset.
- Superior customer service, communication, and active listening skills.

The successful candidate also must:

- Drive own vehicle.
- Be able to lift 30 lbs unassisted.
- Possess strong organizational skills and be able to effectively multi-task.
- Be willing and able to operate tools, machinery, forklift, etc.
- Be detail-oriented, a logical thinker, analytical, and able to problem solve.
- Be able to work in an industrial indoor production environment.
- Be physically fit, energetic, want to add value, and be driven regardless of the obstacles.
- Be capable and confident sharing information appropriately and working as part of a team.
- Be able to accommodate a flexible work schedule based on operational need.
- Professionally represent The Flower Cart Group to a range of customers and stakeholders.
- Respect privacy and confidentiality at all times.

This position must be available Monday thru Friday, generally for day shifts, evenings, and weekends. Overtime is not regularly required but may be based on operational need and when required is a condition of employment. Some local travel is a job requirement. The successful candidate must have a valid NS Driver's License, be insurable, and provide a clean criminal background check.

This position pays a competitive salary with benefits. If you are interested in this opportunity, please forward your resume and cover letter to Carrie Hemmings at **HR@flowercart.ca** citing *Job Michelin* no later than **Monday, January 21, 2019.**

We thank all interested candidates; however, only those selected for an interview will be contacted.

The Flower Cart Group is an equal opportunity employer.