

# FINDING WORK



## FOCUS

### The Agency

FOCUS has offices located in Vermilion and Lloydminster AB. FOCUS provides support services to individuals with disabilities of all ages and families in the Vermilion, Lloydminster and surrounding area. We are a nonprofit agency that receives funding from the government and community. We have been in operation since 1959 and currently employ around 50 staff.

### Services Offered

#### Adults with Developmental Disabilities Program

Branching out to support adults with developmental disabilities to live, plan, work, and participate as valued contributing members of their community.

- 1) COMMUNITY LIVING SUPPORTS
  - 24-hour Residential Homes
  - Support Home (private in-home providers)
  - Supported Independent Living
  - Respite Supports
- 2) EMPLOYMENT SUPPORTS
  - Employment Preparation
  - Employment Placement
  - Job Coach
- 3) COMMUNITY ACCESS
  - Volunteer Work
  - Self Advocacy
  - Community Connections
  - Peer Group
  - Education
  - Recreation – Health and Wellness



#### Adults with Acquired Brain Injury

Branching out to support adults with acquired brain injury.

*Adults with Acquired Brain Injury* is comprised of the following services

- 1) COMMUNITY LIVING SUPPORTS
  - Assist with Medical Appointments
  - Connecting to Community Resources
  - Speech and Language
  - Physiotherapy

#### Family & Children Support Program

Branching out to provide community connections, linkages and human resource supports for families and children to enhance healthier stronger families.



Vermilion & District  
Chamber of Commerce

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of Alberta



Town of Vermilion

*Family & Children Support Program* is comprised of the following services:

- 1) COMMUNITY LIVING SUPPORTS
  - Provide supports for families in crisis (parent/teen conflict, parenting skills, family wellness, host home)
- 2) CHILDREN SUPPORT PROGRAM
  - Provide supports for children with disabilities (community inclusion, behavioral supports, host home, development and implementation of individual program plans)
- 3) HOST HOME
  - Provide temporary approved home environment for children/or youth with disabilities and/or behavioural needs, and family relief.
- 4) SUPERVISED VISITS
  - Provide supervised visits between a child and non custodial parent. (May also be provided on a fee for services basis.

### **The Ideal Candidate**

The ideal candidate at FOCUS will possess the following attributes:

- Responsible and reliable
- A good team player
- Ability to be respectful, flexible, and value others
- Effective communication skills
- Diploma or certificate in Disability Studies and/or related education and experience
- Enjoy working with people and the community

Our **Community Disability Support Workers** provide support to individuals in the areas of personal care, community access, and independent living skills. They provide front line service delivery with some permanent positions as well as a number of casual work opportunities.

Our **Family Support Workers** provide support to families in areas such as household maintenance, nutrition, positive parenting, and community connections.

Our **Team Leaders, Program Coordinators, CEO and Administrative Staff** provide leadership, guidance, and specific duties to ensure the operational needs of the office, teams and agency are being met.

### **Hours, Pay and Benefits**

Wages for all program areas are based according to the funding provided by the various government funding agencies (PDD, Saskatchewan Social Services, Region 5 Children's Authority, Canadian Mental Health- Brain Injury.)

For staff working over 20 hours a week FOCUS offers a comprehensive health and dental package and covers half of the premiums. Employee is responsible for the other half of the premium.

Our office hours are typically from 8:30am- 4:30pm Monday to Friday. Hours of work vary depending on program area, needs of the individuals, and position. FOCUS offers casual, part time, full time positions. Hours of work vary depending on the program area. The Family and Children's program is a contract basis depending on the family.

### **How to Apply**

FOCUS typically uses word of mouth, the newspaper, and the internet to advertise job opportunities. People seeking employment with FOCUS applicants may email, fax or drop off their resume in person to our office. If contacted for an interview, applicants should have references from previous employers available, a criminal records check and their First Aid / CPR certificate. For staff working in Family and Children's Services a Children and Youth Services Intervention Check is

The Finding Work At Series can be found at [www.jobsinvermilion.com](http://www.jobsinvermilion.com), a website managed by the Vermilion and District Chamber of Commerce. This Series is a partnership project by the Government of Alberta, Vermilion and District Chamber of Commerce, Town of Vermilion and HUB. For more information, contact the Chamber at 780 853-6593.

also required. A valid driver's license and vehicle are also required for most positions.

Apply to FOCUS Recruitment and Training Officer  
4921 51<sup>st</sup> Avenue  
Vermilion , AB  
T9X 1S8  
Phone: 780-853-4121  
Fax: 780-853-2840  
focushr@telusplanet.net

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**Government  
of Alberta** ■