



## **COMMUNITY SUPPORT WORKER**

### **Permanent Part-time, 8 hours per week, Sat & Sun**

Founded in 1866 by Saint Mary MacKillop and Fr Julian Tenison Woods, the Sisters of Saint Joseph of the Sacred Heart operates as a registered charity with central offices in Sydney, regional offices across Australia, New Zealand and Ireland and a presence in some other countries.

We currently have an opportunity for a Community Support Worker to join us in St Joseph's Community, Croydon NSW in a permanent part time basis. The Croydon Community is a community and residence of approx. 35 Sisters. The Community Support Worker is responsible for providing assistance in the dining room, light cleaning duties and assisting Sisters with daily tasks.

If you have experience in aged or community care and want to work in a caring environment as part of a small and dedicated team, then this role is for you. The days and hours of work will be Saturday and Sunday 10.00am to 2.00pm, a total of 8 hours per week.

All staff are expected to act in a manner consistent with the ethos and mission of the Sisters of Saint Joseph.

We are committed to improving employment opportunities for Aboriginal and Torres Strait Peoples and welcome applications from Aboriginal and Torres Strait Islander descent.

Applicants are encouraged to read our Adult and Child Safeguarding Commitment Statement which is contained on the SOSJ website under the heading of 'Safeguarding'.

#### **KEY RESPONSIBILITIES:**

- Provide assistance in the dining room for the midday meal including serving the meal, cleaning the tables and general tidying of the dining and kitchen areas after the meal.
- Assist the Cook with light housekeeping duties.
- Assist Sisters when needed with daily tasks.
- Other housekeeping duties as required.

#### **ESSENTIAL SKILLS AND EXPERIENCE (SELECTION CRITERIA):**

- Certificate III in Community Services or Aged Care or a combination of training and experience in a supported care environment.
- Effective interpersonal and conflict resolution skills.
- A positive and caring attitude.
- The ability to work independently and with initiative and flexibility.
- An understanding of the principles of privacy and confidentiality.

All successful applicants will be asked to consent to a national criminal history (police) check and be fully vaccinated against COVID-19 and Influenza.

For further information about the Sisters of Saint Joseph, please visit [www.sosj.org.au](http://www.sosj.org.au). For more information about the role and/or to obtain a position description, please contact Human Resources via [hr@sosj.org.au](mailto:hr@sosj.org.au).

Applications, which need to include a cover letter outlining your suitability for this role (based on the above selection criteria), available days to work and a CV (resume), should be submitted via email to [hr@sosj.org.au](mailto:hr@sosj.org.au) by **9am AEST Monday 4 March 2024**.