



**Continuing Care Assistant – 1.0 FTE – DESIGNATED \*\***  
**Internal and External Opportunity**

|                          |   |
|--------------------------|---|
| <b>Position:</b>         | Continuing Care Assistant ( <i>Unionized position under NSGEU local 102</i> ) |
| <b>Reports to:</b>       | Manager at The Brunswick Street   |
| <b>Location:</b>         | 2445 Brunswick Street, Halifax, NS  |
| <b>Annual Pay Scale:</b> | \$24.90 - \$28.37, depending on relevant experience                           |
| <b>Work term:</b>        | 1 year term position with the possibility of extension                        |
| <b>Hours:</b>            | 37.5 hrs./week, schedule to be determined by the Manager                      |
| <b>Deadline:</b>         | Open Until filled   |

\*\*The North End Community Health Centre is committed to being an inclusive organization. To ensure our organization represents the diverse people and communities we serve, this position is designated for individuals who identify as - **2SLGBTQIA++, African Nova Scotians, people of African Descent, and/or individuals that identify as Indigenous**

## About NECHC

The North End Community Health Centre (NECHC) was established in 1971 in response to an absence of primary health care and other health services in Halifax’s North End. Located on Gottingen Street, we are in the heart of a unique and culturally diverse community. Today, governed by the North End Community Health Association, the NECHC is viewed by area residents as a “beacon of hope” in the community. Much more than a Primary Care Clinic, the NECHC has expanded in response to unmet needs of community members and is highly valued by its patients and clients and their families. NECHC provides services to those living on the margins of society, through MOSH, Housing First and a wide range of community outreach initiatives.

## Vision

Strong community - healthy people.

## Mission

We support health and well-being in our community through quality primary health care, education and advocacy in an environment in which people are treated with respect and dignity and there is equitable access to services and programs.

## Values

Respect. Community. Compassion. Excellence. Innovation



## Diversity, Equity and Inclusion Commitment

The North End Community Health Centre is committed to being an inclusive organization. We are working to ensure our organization represents the diverse people and communities we serve. Our position postings encourage members from the following communities to apply:

- 2SLGBTQIA++
- African Nova Scotian and/or people of African Descent
- Indigenous
- People with disabilities
- Language minorities
- People of Color and/or racially visible minorities
- Immigrant and refugee
- Connected to the North End of Halifax

In order to self-declare inclusion in equity groups please complete the self-declaration screening question as a part of your application at [nechc.easyapply.co](https://nechc.easyapply.co) or indicate in with your resume and cover letter. Your declaration of membership in any of these equity groups will remain confidential.

## Job Summary:

The **Continuing Care Assistant (CCA)** is an essential member of the interdisciplinary team, providing respectful, person-centered care to seniors living in a supportive housing environment. Under the direction of a Registered Nurse and in collaboration with the care team, the CCA supports older adults with daily living activities, personal care, and wellness needs in alignment with individualized care plans.

Using a trauma-informed, harm reduction, and strength-based approach, the CCA helps seniors maintain dignity, independence, and quality of life. Responsibilities include assistance with hygiene, mobility, basic cleaning, meal preparation, and life skills support. The CCA also plays a critical role in implementing care plans developed with input from the residents, nurse, and social worker, and may be required to respond to overdoses and administer naloxone as per established protocols. All care is delivered in accordance with organizational policies and the principles of Housing First and inclusive aging.



## Education and Experience:

- Completion of a recognized Continuing Care Assistant (CCA) program is required.
- Current certification and registration with the Nova Scotia CCA Registry is mandatory.
- Valid First Aid and CPR certification is required.
- Additional training in harm reduction, trauma-informed care, dementia care, and non-violent crisis intervention is considered an asset.
- Minimum of 1–2 years of experience working with seniors, preferably in community, supportive housing, or long-term care settings.
- Experience supporting individuals with complex health and social needs—including substance use, chronic illness, cognitive decline, and social isolation—is an asset.
- Familiarity with Housing First and strength-based care models preferred.

## Position Responsibilities:

The following duties reflect the broad scope of responsibilities but are not necessarily all-inclusive.

This position will require flexibility, time management, strong communication, and good boundaries to achieve the following responsibilities:

- Providing personal care to identified participants (grooming, bathing, dressing)
- Performs housekeeping and cleaning duties (e.g. cleaning surfaces, tidying rooms, cleaning dishes and closets, etc.)
- Supporting the social and cultural inclusion of tenants within the supportive housing – Brunswick Street community, and the community at-large
- Supporting participants to enhance their independence through development of life skills such as meal preparation, housekeeping, personal care, personal self-management and housing space maintenance
- Recognizing, analyzing and responding to potential emergency situations, including EHS calls, overdoses
- Supporting tenants and the team to ensure ‘on-demand’ harm reduction plans are supported
- Communicating and collaborating with the multidisciplinary team (that includes physicians, nurses, occupational therapists, social workers, case managers, team leads, and others) to ensure high quality of care and support
- Monitor and report changes in residents’ physical, emotional, or cognitive status to the appropriate healthcare team members.
- Maintaining regular contact with, and providing back-up for team members and other staff as



required

- Contributing to advocacy efforts within large systems such as income assistance, housing, and health
- Completing data collection and maintaining reports (such as statistics, logbooks, participant harm reduction plans) as well as Incident Reports for follow-up/debriefing
- Providing direct assistance to participants preparing for pest control (i.e. bed bugs, roaches) or maintenance activities
- Maintaining a clean and orderly work environment
- Other duties as assigned

## **Professional Skills and Knowledge**

- Strong understanding of harm reduction principles, social justice, and the social determinants of health
- Strong understanding of the principles of housing first
- Trauma-informed approach to care and support
- Strong skills related to: adaptability, time management and punctuality, problem solving, judgement, communication, reliability, interpersonal relations, and boundary management
- Demonstrated experience in de-escalation and conflict resolution skills
- Demonstrated knowledge and experience working with marginalized populations experiencing homelessness, poverty, substance use, sex work, and other communities including African Nova Scotian, Indigenous, 2SLGBTQIA+ community
- Values diversity with a commitment to equity, diversity and inclusion
- Highly motivated, proactive and creative with the ability to be adaptive and resilient

## **Physical Requirements and Work Environment**

- Supportive, exciting and challenging environment.
- Constant interaction with marginalized and vulnerable people, some reactive, aggressive or verbally abusive.
- Requires bending and carrying heavy objects, and lifting, stacking and organizing heavy objects (25lbs).



North End  
**COMMUNITY  
HEALTH CENTRE**

### **How to Apply:**

Those interested in applying for this position should send their cover letter and resume to [nehc.easyapply.co](https://nehc.easyapply.co)

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

For any additional information please reach out to [employment@nehc.com](mailto:employment@nehc.com)