



1002 Beaverbrook Road, Suite 13
Kanata, ON K2K 1L1
(613) 801-0031
info@lotuscentre.net
www.lotuscentre.net

Lotus Centre for Special Music Education is a charitable organization that is committed to the provision of adapted music education opportunities for persons with special needs. Our approach is strengths-based and individualized, and allows for each student to reach their full potential in a supportive and professional environment.

Lotus Centre is hiring part-time and casual support staff to join our team for Sunday Respite Programs and PA Day Camps, with the possibility of extended work in other areas of direct services within our organization. Support staff work at our main programming location in Kanata and assist in students' meaningful participation in recreational programs while supporting each student's social, physical, and emotional well-being. All programming maintains a 2:1 ratio, with opportunity for 1:1 support as well. No prior musical experience or background is required for this position. Support staff must be familiar and comfortable working with individuals who are non-verbal and require high-levels of physical and person support. We encourage applications from students who are looking to gain hands-on experience while pursuing their post-secondary education.

Please email your resume/CV and cover letter to executive director Dr. Erin Parkes at erin@lotuscentre.net. The subject line should read: **Support Staff Application**.

Qualifications:

- Post-secondary education (ongoing or completed) in field of human services (ex: DSW, SSW, ECE, CYC, behaviour science, etc.), and/or equivalent experience working with individuals with developmental/cognitive/physical disabilities
- First Aid/CPR training considered an asset
- CPI/BMS training considered an asset
- Satisfactory vulnerable sector police background check

Additional Skills:

- Effective problem-solving and decision-making skills
- Ability to appropriately manage extreme behaviours and crisis situations
- Good oral and written communication skills in English
- Basic French language knowledge considered an asset
- Cooperation and respect for team members
- High level of patience and a non-judgment attitude

(description continues below)

Job Description:



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- Help students navigate challenges in educational and social environments with kindness and empathy
- Assist students in daily-living and personal support tasks such as feeding, toileting, and dressing
- Ensure student safety and supervise students during indoor and outdoor activities
- Work alongside other support staff and educational leads in establishing appropriate strategies and goals for each student
- Maintain a clean and organized work environment and assist in the facilitation of program activities (e.g. craft, clean-up, activity preparation)
- Promote an inviting, welcoming, and positive culture for students and their families
- Communicate with parents in an objective and considerate manner

Working Conditions:

- Requires light to moderate physical effort and exertion in a variety of normal positions: sitting, standing, walking. Some running may be required.
- Lifting up to 25lbs may be required
- Physical environment may include exposure to loud noises, bodily fluids, communicable disease, and physical/verbal aggression

Lotus Centre for Special Music Education is committed to workplace diversity and inclusion, and encourage applications from all qualified individuals. Equivalencies will be considered. Applicants are encouraged to outline demonstrated equivalent qualifications in their cover letter. Applicants selected for an interview will be requested to contact the organization as soon as possible to discuss accommodation requirements. Arrangements will be made to accommodate your request in a timely manner.