INTERNAL/EXTERNAL

Job Title:	Activities of Daily Living Worker
Position Type:	Bargaining Unit, Permanent, Full-Time
Number of Positions:	1
Reason for Posting:	Existing Vacancy
Rate:	$29.40 per hour
Vacation:	4 weeks to start
Benefits:	Group benefits with Life Insurance, AD&D, Extended Health and Dental Care with premiums 100% paid by the employer, LTD with premiums 100% paid by employees; paid sick leave and float day
RRSP:	RRSP with 6.5% employer contribution and 4% employee contribution after successful completion of probation
Hours:	37.5 hours per week – Monday to Friday; evenings
Supervisor:	Senior Manager, Kingston Road Housing
Posting Date:	October 28, 2026
Application Deadline:	November 6, 2026
Location:	4628 Kingston Rd, Toronto, ON, M1E 2P6

Why Fred Victor?
For 130 years, Fred Victor has been a leader in helping people rebuild their lives in Toronto. Our mission is to improve the health, income and housing stability of people experiencing poverty and homelessness. We are committed to ending homelessness, one person at a time.

Kingston Road Housing – provides safe, deeply affordable housing for single people who are experiencing poverty, chronic homelessness and often the long-term effects of trauma, social isolation, varying degrees of mental health and substance use. Kingston Road Housing provides housing with supports, including case management, on site 24 hours per day, 7 days per week. We work from a client centered, harm reduction, trauma informed, anti-oppressive framework.

Does this sound like work you want to be a part of?
We offer a collaborative environment, an opportunity to join a diverse team of caring professionals and a chance to make a difference. With over 75 programs and 25 sites, there are lots of opportunities to grow your career with us. Many members of the management team started in relief and front-line roles.

What You Will Do:

- Provides input into each client's Support/Goal Plan
- Responsible for implementing personal support services based on Support/Goal Plan
- Assumes a primary role in assisting clients with Activities of Daily Living (ADLs)
- Establishing and/or maintaining clients' personal hygiene routines
- Assisting with clients' laundry routines
- Maintaining and/or cleaning clients' units/rooms
- Supporting clients with the administration of medications
- Other supports with ADLs as identified by the Supervisor and/or Team
- Supports the maintenance of safe/clean environment:
- Assisting with any pest control/eradication efforts, as required

- Continually assessing the environment for safety and security issues and recommending action to address any deficiencies
- Collaborates with assigned Primary Case Manager to provide ADL supports, and to meet recovery goals of the client
- Documents all client contacts/interactions in the appropriate client chart according to Fred Victor's documentation guidelines
- Other duties as assigned by the Senior Manager of Kingston Road Housing.

What You Bring to the Team:

- Post-Secondary Education in Social Services or related field and/or lived experience or equivalency
- Strong understanding of systems that cause and support homelessness, poverty and discrimination and respect for those realities.
- Previous experience in Life Skills Coaching and Hoarding Coaching
- Excellent customer service and delivering case management services skills
- Experience working with people who are actively using substances from a harm reduction lens
- This position will use a trauma informed, harm reduction, client centered, anti-oppressive approach to all of their work. This position requires respect for, and expertise working with, tenants who are facing mental and physical health issues, active substance use, history of trauma, abuse and social isolation and who come from racially and ethnically diverse background

What Sets You Apart:

- Certification as a PSW or Health Care Aide. Higher level post-secondary education will be considered an asset
- Understanding of systems that cause and support homelessness, poverty and discrimination and respect for those realities
- Understanding that people living on low income are a resource to resolve community issues and not the cause of the problem
- Strong experience in Life skills Coaching and Hoarding Coaching
- Strong customer service skills
- Understanding of conflict resolution and negotiation skills and crisis management skills.
- Ability to work productively within a team setting
- Strong organizational skills; highly developed ability to prioritize work through short and long term goals and remain flexible
- Well-developed interpersonal skills that will produce effective, productive and appropriate relationships with the tenants, and staff at Fred Victor
- Proven ability to constructively give and receive feedback
- Highly developed understanding of and proven ability to communicate appropriate professional boundaries

Compensation and Benefits:

- For the ADL Worker, Fred Victor offers a pay rate of $29.40 per hour.
- 4 weeks of vacation to start + 1 float day.
- Generous paid sick leave allowance.
- A comprehensive Dental, Extended Health and LTD group benefits package includes individual and family coverage, including prescriptions, hospital accommodation, hearing care, paramedical practitioners and a wide variety of dental care. Additional insurance includes vision care and travel for emergency medical services.
- 6.5 % of your gross salary will be contributed to a group RRSP on your behalf after successful completion of probation; you will contribute 4% of your gross salary to the same RRSP.
- Access to employee and family assistance plan.

How You Can Apply:

Internal employees who are interested in this opportunity are encouraged to apply through ADP by navigating to **Myself > Talent > Career Centre**. External candidates may apply using this link: Fred Victor ADP Career Centre or by scanning the QR code:

Please note that we are currently soft-launching our new online hiring system through ADP. During this transition, not all job postings are available in the system yet. We appreciate your patience as we work through this transition. As part of the application process, applicants are asked to **upload their resume and a cover letter as one document** describing their interest in joining the Fred Victor team

A Police Record Check is required by the final candidate prior to hiring.

Accessibility & Accommodation
Fred Victor is committed to fostering an inclusive and accessible environment where employees feel valued and respected, and where every employee has the opportunity to realize their potential. As such, we welcome and encourage applicants who identify as racialized persons, Indigenous persons, persons with disabilities, and persons across the spectrum of sexual orientation and gender identities and have lived experience.

If you are a person with a disability and require accommodation and/or assistance during the application process, please contact us in advance. We strive to provide reasonable accommodation whenever requested. Information received relating to accommodation requests will be treated with confidentiality.