


Job Evaluation Rating Document

<p>CUPE, SEIU, SGEU, SAHO</p> 	<p>Job Title <u>Healthy Lifestyle Program Assistant</u></p> <p>Date <u>October 2000</u></p> <p>Revised Date <u>2004, October 16, 2018</u></p> <p>Revised Date <u>February 16, 2023</u></p>	<p>Code</p> <hr/> <p>230</p>
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<p>Decision Making</p> <p>Follows program guidelines when delivering services. Makes minor operating decisions when adapting recipes to accommodate a diverse clientele.</p>	<p>Degree</p> <hr/> <p>2.0</p>
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<p>Education</p> <p>Grade 12.</p>	<p>Degree</p> <hr/> <p>2.0</p>
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<p>Experience</p> <p>No previous experience. Nine (9) months on the job to obtain Food Safe Certificate and become familiar with program operations, diverse cultures and department policies and procedures.</p>	<p>Degree</p> <hr/> <p>3.0</p>
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<p>Independent Judgement</p> <p>Follows established methods when assisting team members and clients. Has choice of action when ordering/purchasing supplies.</p>	<p>Degree</p> <hr/> <p>2.0</p>
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<p>Working Relationships</p> <p>Has regular contact with clients when assisting with food preparation requiring courtesy and tact.</p>	<p>Degree</p> <hr/> <p>2.5</p>
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Healthy Lifestyle Program Assistant

Code

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<p>Impact of Action</p> <p>Inaccuracies in food purchases may result in a small monetary loss. Inappropriate sensitivity to cultural safety and responsiveness may result in minor impacts to client relations.</p>	<p>Degree</p> <p>1.5</p>
<p>Leadership and/or Supervision</p> <p>May show others how to perform tasks or duties by familiarizing new employees with the work area and processes.</p>	<p>Degree</p> <p>1.0</p>
<p>Physical Demands</p> <p>Occasional physical effort carrying/lifting supplies, grocery shopping, food preparation and driving.</p>	<p>Degree</p> <p>1.0</p>
<p>Sensory Demands</p> <p>Occasional sensory effort performing food preparation, reading and listening to clients.</p>	<p>Degree</p> <p>1.0</p>
<p>Environment</p> <p>Occasional exposure to minor disagreeable conditions such as steam and cleaning products.</p>	<p>Degree</p> <p>2.0</p>