

Lead Caregiver (Registered Care Aide)

Home Instead Vancouver

Job ID
40503

VIEW THIS JOB ONLINE: <https://www.firstnationsjob.com/jobs/40503>

LOCATION	DATE POSTED	EXPIRY DATE	
1548 Nanaimo St, Vancouver, BC British Columbia	03-07-2026	30-12-2026	
TYPE OF JOB	SALARY	MIN. EXPERIENCE	MIN. EDUCATION
Full Time	CAD \$24 per hour	3 years to less than 5 years	College, CEGEP or other non-university or diploma from a program of 3 months to less than 1 year

Job Details

Position: Lead Caregiver

Company: Home Instead Vancouver

Location: Vancouver, BC

Employment Type: Full-time, Permanent

Wage: \$24.00 per hour

Hours: 30 to 40 hours per week

Application Instructions:

Interested applicants should should submit their application through our website. Only candidates selected for an interview will be contacted.

Job Description

Job Summary:

Home Instead Vancouver is seeking a qualified Lead Caregiver to provide in-home support services to seniors while also assisting with basic administrative and coordination tasks. The role combines direct client care with team support responsibilities.

Job Duties:

- Provide personal care including bathing, grooming, dressing, and toileting
- Assist with mobility, transfers, and positioning
- Support medication reminders as per care plan
- Prepare meals and assist with feeding if required
- Perform light housekeeping duties (laundry, cleaning, organizing)
- Provide companionship and monitor client well-being
- Observe and report changes in client condition to supervisors

Support onboarding and mentorship of new caregivers

Maintain accurate documentation of care provided

Administrative and Coordination Duties:

Assist with scheduling updates and communicate shift changes to caregivers

Maintain and update client and caregiver records in company systems

Support care plan updates in coordination with supervisors

Conduct basic quality assurance follow-ups (e.g., check-ins with clients/caregivers)

Support general office communication via phone, email, and messaging platforms

Qualifications and Requirements:

Active registration as a Registered Care Aide (RCA) in British Columbia (registration number required)

Minimum 3 years of experience in a home support or healthcare setting

Completion of secondary school required; relevant healthcare training preferred

Ability to communicate effectively in English (oral and written)

Valid Criminal Record Check including Vulnerable Sector Search

Ability to travel within Vancouver, BC

Availability to work a variety of shifts including days, evenings, nights, and weekends

Basic computer skills for documentation, scheduling, and communication

Assets (Not Required):

Valid Class 5 driver's license and access to a reliable vehicle

Benefits:

Extended health benefits available after 3 months of employment

Ongoing training and paid educational workshops

Employee recognition programs and incentives

Work Setting:

Work will be performed in clients' private residences and occasionally in an office setting in Vancouver, BC.