



**North Eastman Health Association Inc.
Job Description**

Home Care Activity Worker

POSITION SUMMARY:

Under the direction of the Resource Coordinator and in consultation with the Services to Seniors Specialist, the Home Care Activity Worker functions as a member of a multi disciplinary team. The Home Care Activity Worker assists in planning, organizes and implements activities to seniors living in congregate settings. The Home Care Activity Worker is responsible for performing and assisting in client social and recreational activities, utilizing assessment, planning, implementation and evaluation as a framework for performance. The Home Care Activity Worker is flexible and able to function effectively in a dynamic and ever-changing health care environment.

Reports To: Home Care Resource Coordinator & Services to Seniors Specialist

Union: MGEU Community

Classification: HCA1 & HCA2

Location: Beausejour

QUALIFICATIONS:

Education and Experience

- Completion of a recognized activities/recreation program; Home Care Attendant certificate from an accredited institution an asset;
- Previous experience in providing personal care, assisting frail, cognitively impaired and physically disabled individuals;
- Has a genuine interest in health care for the elderly and disabled
- Commitment to continuing self-development and continuous quality improvement

Knowledge, Skills and Abilities

- Demonstrated application of safe body mechanics and ability to lift up to 50 lbs.
- Demonstrated knowledge of infection control practices

- Ability to maintain privacy and confidentiality
- Ability to communicate effectively with clients' families and coworkers both orally and in writing
- Ability to work independently and as a member of a multidisciplinary team
- Ability to prioritize and organize workload

POSITION DUTIES AND RESPONSIBILITIES:

Assist in the planning and provide active facilitation of social and recreational activities.

Assessment:

- Observes and recognizes deviations from normal in clients' basic care needs
- Assesses the environment for safety
- Assesses clients' needs; able to incorporate client feedback into planning

Planning:

- Plans and organizes workload
- Plans for client safety
- Plans and develops social and recreational programming incorporating ideas and suggestions from clients. Participates in and supports a team approach in the planning and development of the social and recreational programming.

Implementing:

- Approach promotes physical, psychological, cultural, social and spiritual well being of client
- Demonstrates the responsibility for and the application of concepts of caring, health and wellness in response to meeting basic human needs including: activity, clothing, comfort, elimination, hygiene, mobility, nutrition, recreation, rest, safety, social and spiritual needs
- Assists clients to maintain independence within their capabilities
- Provides care with consideration of dignity, individuality and privacy needs
- Demonstrates a caring interpersonal approach and able to communicate with others who are experiencing communication difficulties
- Demonstrates initiative to meet client needs
- Follows programming policies and procedures
- Practices proper body mechanics
- Demonstrates receptiveness to ideas and readily participates in implementing change

Evaluation:

- Participates in evaluation of changes and revisions occurring in client care programming and services
- Assists in measuring outcomes and evaluates effectiveness of programs

Professional:

- Performs role in a safe, responsible and accountable manner
- Knowledgeable in Fire/Safety/ and Disaster Plans; use of equipment as well as Policies and procedures related to security and client safety
- Integrates the NEHA values, vision and mission into daily programming
- Follows legislated requirements and ethical guidelines
- Maintains confidentiality of all data and information related to clients, families and programs
- Functions in a professional manner, always encouraging client autonomy to preserve dignity and self-esteem and promote quality of life
- Seeks supervision appropriately
- Reports significant information
- May be required to work with behaviorally difficult clients
- May be required to travel between work assignments
- Other duties as assigned

Original Dated: _____
Date

Approved by: _____
Director/Manager/Supervisor Date Revised

Approved by: _____
Vice President/CEO Date Revised

Approved by: _____
Director, Human Resources Date Revised

NOTE: Original Signed and Dated May 22, 2007