

Communitas - Staff Position Description
SUPPORT STAFF

TITLE: Health Care Worker – Topaz Place

REPORTS TO: Manager of Care

POSITION SUMMARY

This position provides personal care and maintains related documentation for persons served at Topaz Place, under the direction the Manager of Care (MOC) and RPNs/RNs. It supports Communitas in its mission to promote a healthy life for older persons served, respecting their abilities and helping them grow to their full potential in a caring and supportive environment.

SPECIFIC DUTIES

- Provides personal care to persons served as necessary, including:
 - bathing
 - dressing
 - assistance with eating
- Works with other staff to ensure the safety and well-being of each person served
- Participates in house cleaning, cooking, laundry and organizing as required
- Supervises persons served during cooking and baking activities
- Attends meetings/in-services as required by Communitas
- Maintains awareness of care procedures for persons served as they relate to infection control
- Establish and maintain good interpersonal relations with persons served, staff, visitors and volunteers
- Maintains the records of the persons served to the required standards
- If RPN/RN/LPN is unavailable, provides initial assessment following an unusual incident (e.g., persons served fell), or sudden illness/rapid deterioration
- Reports to RPN/RN/Manager of Care as needed
- Other duties as required

REQUIREMENTS

- Psychosocial Rehabilitation Certificate (or approved equivalent) from a recognized program
- Recent experience in related field is preferred
- A philosophy of service that is in line with Communitas' Vision, Mission and Values
- Familiar with and able to implement 'Spirit of Gentleness' principles
- Familiar with and able to implement Psychosocial Rehabilitation principles fostering a belief in the recovery process
- Sincere interest in supporting people who are aging
- Ability to communicate effectively, both verbally and in writing
- Ability to work as a member of a team as well as being able to work independently without supervision
- Ability to safely and efficiently operate all equipment associated with the duties of the position
- Ability to physically and emotionally carry out the duties of the position
- Valid Emergency First Aid Certificate with CPR (must maintain valid certification)
- Valid Food Safe Level 1 certificate