

## **Resident Assistant Position Description**

Reports to the Community Director

### Position Summary:

To assist in the provision of quality care to the Residents of Home Again Assisted Living by carrying out the responsibilities and duties set in this position description. The Resident Assistant position acts as an advocate, encourages and supports choice, independence and individuality and, provides confidentiality and respect to all Residents.

### Position Responsibilities and Standards:

Assistance with personal care activities, including but not limited to:

- Bathing – showers, bed bath, or sponge bath at sink
- Oral hygiene
- Skin care and foot care
- Grooming – hair combing, shaving, manicure of nails, general grooming, etc.
- Toileting
- Transferring with use of gait belt
- Dressing activities
- Help with ambulation
- Medication Administration

Assistance with household tasks, including but not limited to:

- Planning and preparing meals according to menu
- Offering snacks as requested and/or scheduled
- General kitchen duties including collection and washing of dirty dishes, cleaning of surface areas and appliances
- General cleaning duties of common areas
- Assisting with food cut up and feeding as appropriate
- Housekeeping of Resident room as scheduled and/or requested
- Laundering of linens, clothing, and towels

Other Duties, including but not limited to:

- Conduct and run group exercise, activities, and crafts as schedule by Management; Monitor attendance of Residents in medical chart
- Responsible for completion of daily assignment tasks sheet
- Follow safety practices and standard precautions
- Use gait belts for transfers with residents for safety of Residents and staff at all times
- Assume own responsibility to demonstrate good body mechanics before ambulating, lifting, or transferring Residents
- Measure and record weights, blood pressures, temperature, pulse, and respirations
- Use equipment and supplies safely
- Report any and all changes in Resident's condition to Management in a timely manner
- Document and chart according to Management
- Treat all Residents with dignity and respect; follow resident rights
- Attend monthly in-services as schedule by Management to meet DHS 83 training requirements
- Other duties as assigned

Qualifications:

- Sincere desire to work with the elderly and physically disabled population
- Confidentiality of all Resident and facility information
- 18 years of age
- This position requires tact, sensitivity, and professionalism at all times
- Good communication skills
- Have the ability to stand and walk for up to 6-8 hours per shift.
- Use hands for repetitive grasping, pushing/pulling, fine manipulation
- Have the ability to bend, squat, twist, and reach.
- Physical ability to lift and transfer Residents using appropriate techniques and following any and all Policies on safe resident handling.
- Ability to remain calm in high pressure situations