

Business Unit	StoryPoint	Reports To	Director of Wellness
Position Title	Care Associate	FLSA Status	Non-Exempt

Position Summary:

A Care Associate is responsible for providing caring and personalized assistance for residents in a senior living community.

Education, Knowledge and Skills:

- **Education and/or Experience:** High School Diploma or GED preferred. Previous Healthcare, Geriatrics or experience working with the elderly population preferred. Certified Nurse Aide (CNA) or Medical Assistant (MA) Certification preferred.
- **Language Skills;** Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence.
- **Mathematical Skills:** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.
- **Reasoning Ability:** Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.
- **Physical Demands:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Essential Responsibilities and Duties:

- Completion of daily/weekly tasks as assigned by the wellness coordinator as well as assisting others routinely with their assignments if needed.
- Will provide compassionate and competent care for residents by performing the following services:
 - Bathing, showering and grooming assistance
 - Serves and collects food trays; assist residents with dining
 - Provides wheelchair and walking escorts
 - Provides toileting and incontinence care assistance
 - Provides meal, activity, and medication reminder assistance
 - Provides wake up and turn down service
 - Performs upkeep of resident rooms
 - Answers resident call signals
 - Other related duties as assigned
 - Provide assistance de-escalating behaviors
 - Participate in Life Enrichment activities
- Wears and maintains the appropriate uniform as determined by management.
- Completes and documents appropriate records, including pertinent information entered into

- log book.
- Works scheduled shift but also provides flexibility and is open to helping other shifts if needed.
 - Maintains knowledge of all safety and emergency procedures.
 - Is knowledgeable of and abides by all company policies and procedures.
 - Communicates with the Wellness Coordinator involving any concerns regarding resident care, treatment, or changes in behavior.
 - Coordinates with the Wellness Coordinator and/or Lead Resident Assistant, resident's family or 911 when there is an emergency regarding a resident's condition, medication or treatment.
 - Attends SHCS staff meetings, in-service programs, safety courses, and other required meetings.
 - Stays up to date and knowledgeable of all departmental communication.
 - Completes all required staff training.
 - Work toward continual improvement of the overall organization.
 - Perform other duties as assigned

Physical Demands: While performing the duties of this job, the employee is regularly required to talk and hear. The employee frequently is required to stand, walk, sit; use hands to handle or feel; reach with hands and arms; and stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 25 pounds or more.

Unusual Demands: The employee may occasionally be exposed to wet and/or humid conditions, fumes or airborne particles. The noise level in the work environment is usually moderate. The employee may also be exposed to blood, body tissue and other potentially infectious fluids. May be subject to emotionally upset or combative residents.

The above statements are intended to describe the general nature and level of work being performed by the person assigned to this classification. They are not to be construed as an exhaustive list of all job duties performed by the personnel so classified. Management, in its sole discretion, may assign further duties as it deems necessary.