

Job Description: Activities Aide

The Activities Aide is responsible for promoting a variety of activities that include internal and external opportunities for socialization across the religious and ethnic backgrounds of the residents. All responsibilities will be conducted in a manner that is consistent with the philosophy of assisted living.

Essential Duties and Responsibilities:

- Initiates and implements activities for the residents throughout the day.
- Demonstrated an appreciation of the heritage, values and wisdom of the residents and an understanding of the aging process.
- Manages the procurement, care, and maintenance of all activity supplies and equipment.
- Promotes positive public relations through contacting media about special events and generating sympathy. Holiday, and thank-you communications.
- Assists in developing and implementing facility's marketing plan.
- Assists in mealtime activities, including escorting residents to the dining room and assisting as needed.
- Assists in escorting residents on field trips.

Other Duties:

- Performs other duties as assigned.

Qualifications:

- Must possess a high degree of interpersonal relations skills and capability of relating to a variety of people and personalities. Considerable initiative, judgement, and leadership skills are also required.
- Must possess a high level of flexibility and tolerance to adjust to changes in work loads, assignments, house ad days (i.e. weekends, evenings, holidays)
- Must have a high school diploma or GED.

Working Conditions:

- Exposed to body fluids, infection, odors and behavior of residents.

Physical Demands:

- Must be able to move intermittently throughout the day.
- Must be able to lift, carry, bend, squat, crawl, reach, and kneel using good body mechanics for sustained periods of time.

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- Must possess sight/hearing senses, or use prosthetics that will enable these senses to function adequately so that the requirements of this position can be fully met.
- Must be in good general health and demonstrate emotional stability in order to cope with the mental and emotional stress of the position.

****Heritage Springs Memory Care is an equal opportunity employer.***