Life Engagement Assistant Job Description

Summary: The Life Engagement Assistant assists the Life Engagement Director in providing life enrichment and activities for the residents; specific to the residents' likes and needs. Tasks will also involve attention to our environment, use of supplies and equipment. The Life Engagement Assistant will involve the residents by developing, leading, and facilitating programs, group and individual based, and holiday activities which will involve some weekends, evenings and holidays.

Qualifications:

- High school graduate or equivalent
- Valid Driver's license
- Outgoing and energetic personality
- Creative and artistic thinking
- Experienced in computer usage
- Interest in meeting the social needs of the residents
- Physical and emotional capacity, education and experience to respond to the needs of the resident
- Physical demands such as; standing, walking, sitting, bending, climbing stairs, hearing, seeing, kneeling, lifting up to 50 pounds
- Ability to effectively communicate with confidence, clarity, precision, and professionalism

Duties and Responsibilities:

- Assist residents with activities as directed by the Life Engagement Director and in accordance with each resident specific needs and capabilities
- Read mail for residents, if requested by the resident or legal representative
- Assist with chaperoning residents on activities on and off facility grounds
- Offer hydration and nutrition
- Observe residents' conditions and report any significant changes to healthcare professionals
- Assist with booking guest speakers, performers, etc.
- Assist and/or direct residents to routine recreational activities
- Assist residents display calendars, pictures, cards, or other mementos in the resident room
- Ensure that each resident is comfortable in his or her room
- Help maintain a pleasant and cheerful home environment
- Attend mandatory facility training according to state and federal regulations
- Perform other duties as assigned

Employee Signature_____Date_____

St. Monica's Representative_____Date_____

Revised 1/2016