

Title: Residential Assistant for TR (The Residences)

Organizational Relationship:

- Reports to Director of Christian Science Nursing or Resident Manager (RM) when under his or her supervision.
- Consults with Assisted Living Facility Administrator as needed or as directed by the Director of Christian Science Nursing or RM.
- Reports to Christian Science Nursing Supervisor if RM, Director of Christian Science Nursing and/or Assisted Living Facility Administrator unavailable.
- Consults with Executive Director as needed, with prior approval of Director of Christian Science Nursing.

Summary

Cares for the residents and their environment in accordance with level of CSN training; wholeheartedly supports and is daily expectant of Christian Science healing.

Work Performed

1. Attends change-of-shift meetings and participates in metaphysical readings. Writes notes in The Residences daily shift change notebook, as appropriate.
2. Cares for residents in accordance with level of training.
3. Performs assigned duties, which includes a variety of routine floor tasks. Sets up Common Room dining room for meals and serves meals. For breakfast meal, serves trays and picks up trays.
4. Cares for residents according to each Individualized Service Plan (ISP). This includes showers, grooming, assistance with dressing and undressing and morning and evening care, as needed.
5. Cares for residents' environment and makes beds if included on ISP. Sets up beds as appropriate for naps.
6. Charts promptly and accurately.
7. Participates in day-to-day activities of residents. This may include, but is not limited to accompaniment of residents on walks or wheelchair rides. Assisting residents with arrangements for taxi service and other transportation as appropriate, to events and outings.
8. Spends time reading to residents individually or in a group, including metaphysical as well as secular reading materials.
9. Reads to residents at meal time if tone of talk needs uplifting.
10. Assists residents to write letters, make telephone calls from room phone, operate cell phone, use personal or LH computer, and provide other small services, if requested by resident.
11. Participates in and provides assistance at resident activities, as appropriate. Remains available during activities should the need arise.
12. Assists new residents with unpacking and orientation. Completes required paperwork.
13. Familiar with and abides by The Residences policies and procedures.
14. Knows all Lynn House fire safety and emergency rules and procedures – reviews

OSHA book as needed.

15. Attends required DSS and other training during the year to maintain eligibility to work in TR.

16. Attends all mandatory LH staff meetings and TR department meetings.

17. Performs other duties as assigned.

Minimum Qualifications

- Successful completion of Level I, (Introduction to Christian Science Nursing) or higher, course.
- Completion of Initial Assisted Living Facility staff training.
- High School diploma or GED
- Membership in The Mother Church
- Membership in a branch church
- Class Instruction in Christian Science
- Proficiency in reading, writing, and communicating in English
- Familiar with and abides by all references to the Christian Science nurse in the writings of Mary Baker Eddy

Ongoing Virginia Department of Social Services Requirements

1. Shall be of good character
2. Shall be physically and mentally capable of carrying out assigned responsibilities
3. Shall be considerate and tolerant of persons in their senior years
4. Shall be clean and well-groomed
5. Shall be able to communicate in English effectively both orally and in writing as applicable to job responsibilities
6. Shall meet the requirements specified in the Regulation for Criminal Record Checks for Adult Family Home employees

Received by: _____ Date: _____