

JOB TITLE: Certified Nursing Assistant, Program Assistant

DEPARTMENT: House of Welcome Adult Day Services

REPORTS TO: Nurse Manager, House of Welcome Adult Day Services

FLSA STATUS: Non-Exempt

LOCATION: House of Welcome Adult Day Services in Northfield, IL

PT/FT: Full time (5 days/week M-F)

SUMMARY: The Certified Nursing Assistant is responsible for participants' personal care and assisting with program activities for House of Welcome (HOW) Adult Day Services. HOW is a specialized dementia adult day program that offers participants structured, therapeutic, small-group activities in a comfortable, homelike setting.

DUTIES AND RESPONSIBILITIES:

- Provides personal care for participants, including mobility assistance and toileting.
- Assists with program activities.
- Responsible for care and safety of program participants, physically assisting them with activities of daily living, monitoring their whereabouts and needs, and monitoring the environment.
- Performs infection control cleaning procedures on frequently touched surfaces throughout the HOW building in keeping with the Facility Operations cleaning/disinfecting plan.
- Communicates with family caregivers about relevant participant issues.
- Responsible for recordkeeping.
- Responsible for stocking and requesting supplies.
- Communicates regularly and effectively with HOW team and works effectively as a team member.
- Demonstrates knowledge of Alzheimer's disease and other dementias.
- Demonstrates proficiency in person-centered dementia care.
- Attends staff meetings.
- Performs other related duties as assigned by management.

SUPERVISORY RESPONSIBILITIES:

- This job has no supervisory responsibilities.

QUALIFICATIONS:

- High school diploma or equivalent
- Certified Nursing Assistant certification
- Other skills required:
 - Interest in and ability to work with older, impaired population
 - Maturity, reliability, flexibility
 - Ability to work on a team in a group setting
 - CPR/AED certification (may be obtained upon hire)
 - First Aid certification (may be obtained upon hire)
- Other skills preferred:
 - Knowledge of the aging process and chronic disorders including Alzheimer's disease and other dementias
 - Skills/experience in working with persons with dementia

To be considered for this position, please send your resume and salary requirements to hr@nssc.org.

EOE: North Shore Senior Center is an equal opportunity employer; applicants are considered for all positions without regard to race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), marital status, parental status, national origin, age, disability, veteran status, genetic information, or any other status protected by applicable federal, state or local law.