

Job Title: Care Partner
Status: Seasonal/Non-exempt
Reports to: Sr Program Director
Department: Neurological Rehabilitation Adult Day Program
Hourly Pay Rate: \$17.00

Job Objectives

A Care Partner for Easterseals Colorado is a person who helps an individual with a disability to lead a self-directed life and contribute to the community, assists with activities of daily living when needed, and encourages attitudes and behaviors that enhance community inclusion. This work will be performed at the facility located in Lakewood, CO and out in the community while adhering to all safety restrictions and guidelines.

Essential Duties and Responsibilities:

Daily Programming

- May require providing transportation to and from activities with a company vehicle
- A Care Partner assists in the implementation of individual plans for individuals and behavioral plan goals
- Assists individuals in the pursuit of recreational, social, and community activities based on their preferences and individual plans
- Assists in the creation of daily activity choices for the participants
- Promotes participation and involvement in community outings
- A Care Partner works all assigned schedules, including but not limited to, arriving, and departing on time and notifying their supervisor of changes to their assigned work schedule
- Ensures everyone's rights are protected

Activities of Daily Living

- Reminds individuals to take their medication as assigned
- Observes individuals for any changes in behavior or health that may have resulted from medication administration
- Assists and encourages individuals to care for immediate personal needs such as toileting, washing their hands, and eating

Documentation

- Documents all program data, including but not limited to individual plan data, behavior plan data, community integration logs, and assessments
- A Care Partner ensures that all documentation is completed accurately and in a timely manner
- Completes communication logbooks during shift, Mon-Fri

These essential duties/ responsibilities are not intended to be an exhaustive list of all duties, responsibilities or qualification associated with the job.

Qualifications

- Minimum of 2 years' experience working with individuals with developmental disabilities highly preferred
- Top-notch organizational skills that reflect ability to perform and prioritize multiple tasks seamlessly with excellent attention to detail
- Excellent interpersonal skills and the ability to build relationships with all levels of people, including staff members and external partners
- Proven ability to handle confidential information with discretion, be adaptable to various competing demands, and demonstrate the highest level of customer/client service and response
- A valid Colorado driver's license and reliable transportation required
- Must be able to pass all State and Federal background checks along with an MVR
- Ability and willingness to communicate effectively in written and verbal formats

Benefits Offered:

This seasonal position would not qualify for healthcare benefits; however, would qualify for coverage under workman's compensation insurance.

Work Environment and Physical Demands:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is moderate. The employee must occasionally lift and/or move up to 50 pounds. While performing the duties of this Job, the employee is regularly required to sit.

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