

NEW VISIONS INC.
JOB DESCRIPTION

Position Title: Full or Maximum CRR Residential Support Staff

Part-time: X

Full-time:

Total Hours per Week:

Daily Shift:

I. Position Definition

Provide consumers with support and skills training to promote wellness and independence.

II. Job Responsibilities

1. Assist consumers with the development and implementation of individual goal plans or Individual Residential Service Plans (IRSP)
2. Monitor consumer progress in goal areas; regular documentation of goal progress
3. Maintain and update documentation in consumers' individual records
4. Assure consumer safety and well being;
 - a. Supervise consumers in procedures for Universal Precautions and Infectious Disease Control
 - b. Assure that living community areas are clean and free from clutter
 - c. Monitor consumers' self-medication practices, and documentation of self-medication administration
5. Respond immediately to emergency situations affecting consumers' health or safety
6. Report any signs of consumer decompensation to supervisor
7. Assist consumers with menu planning, grocery shopping, meal preparation, daily/weekly housekeeping tasks
8. Provide limited consumer transportation
9. Follow and abide by Confidentiality Policies
10. Perform related duties as assigned

III. Accountability

Supervision provided by the Program Supervisor

IV. Qualifications

High School Diploma, equivalent, or commensurate human services experience with 1 year of experience and a valid drivers license.

Skills: Ability to manage crisis/emergency situations

Self-motivation

Good oral and written communication skills