** Care Partner Job Description** 

Neighbors in Action and the La Crescent Area Healthy Community Partnership is a non-profit program that helps individuals in the community live independently by providing assistance with basic home tasks and companionship. We are seeking individuals for part-time flexible positions for our new Care Partner service.

**Job Summary:**

Care Partners will provide assistance in the homes of the older adults they are matched with. In many situations there will be a family caregiver involved who will also benefit from the respite provided. All assignments are coordinated by the Director of Neighbors in Action and all cares provided are consumer directed. Hours worked by the Care Partner will be arranged to first fit the needs of the client but with consideration of the Care Partners availability.

**Duties and Responsibilities:**

Each person’s service will vary depending on their needs but all Care Partners will cheerfully provide the following tasks when assigned:

1. Engage the individual in activities and conversation that are stimulating to the person served. The focus is on providing an environment that makes the person feel secure, safe and keeps their interests and wishes at the heart of the care provided.
2. Homemaking tasks including housekeeping, laundry, shopping and errands
3. Prepare and serve simple modified meals according to instruction and encourage balanced eating to meet the nutritional needs of the individual served. The individual served must be able to eat independently.
4. Provide prompts to encourage bathing, dressing and grooming. The Care Partner will not perform hands-on bathing, dressing or grooming.
5. Provide medication reminders as prescribed by a physician. Care Partners will not handle or administer medication.
6. Provide encouragement for physical activity.
7. Other duties such as accompanying to appointments, helping with telephone or mail correspondence, or requests that are appropriate within our company policies. Care Partners will not handle the finances of the person served.

**Qualifications:**

1. The ability to cheerfully provide the required care and be tolerant of the individual’s physical and mental abilities
2. A genuine interest in older adults and a willingness to provide meaningful care that improves their quality of life
3. Must be at least 18 years of age
4. Must have a phone or a way to communicate to the office daily
5. Must be able to arrive at the required time
6. Preferred high school diploma or equivalency
7. Must be able to deal with stressful and potential emergency situations without panic.

**Working Conditions:**

* **Mental Demands:** The Care Partner will be working one-on-one in the home of the individual served. The employee must be able to be self-directed and able to work independently according to a Care Plan.
* **Physical Demands:** While the position does not allow lifting or transferring the individual served, the employee must be able to provide basic housework, carry and put away groceries, and other duties that require physical health.
* **Communication:** Care Partners must possess excellent verbal and written communication skills in order to work with consumers, their family and caregivers, and other employees.
* **Location:** Houston County Minnesota, primarily in La Crescent and Caledonia
* **Compensation:** starting rate is $10/hour with consideration of past experience.
* **Time Commitment:** Prefer a minimum of 10 hours/per week throughout the week and/or weekend available for scheduling. Hours vary and are dependent on the care recipient’s needs.

**\*All persons hired will complete the required paid training and are subject to a successful background check prior to the first day of work\***