



ABLE MIND & BODY

Home Care

Caregiver Job Description

Job Summary: The Caregiver is a front line position, acting as a representative of the agency and providing the services our agency offers. The Caregiver duties are not limited to those listed as the position has a wide scope of duties at times, dependent on the client and always under the auspices of the company. The Caregiver will mostly work independently of co-workers or supervisors and therefore must balance good judgement and initiative in line with the policies of the company.

It should be noted that the emphasis is for the Caregiver to involve the client in the care program to help provide the client with the basic standards of healthy living as follows:

- Physical Activity
- Mental Stimulation
- Personal Contact
- Nutrition
- Relaxation
- Humour

Duties: The following list of duties is a guideline of possible duties to be performed in the course of working with the client. The Caregiver duties are not limited to those listed.

- A. Companionship, Transportation, Escort, etc.
- B. Light Housekeeping, Laundry, Kitchen Work, Pet Care, etc.
- C. Personal Care and Hygiene Maintenance

Qualifications:

1. Current certificate in standard first aid and CPR.
2. Valid driver's licence and reliable transportation
3. Ability to work independently.
4. Excellent communication and listening skills.
5. Compassionate, patient and caring nature.
6. Able to work in a stressful environment.
7. Must be physically and mentally fit to handle the demands of care giving.

General Notes:

- The Caregiver will be required to maintain a safe working environment for themselves and their clients.
- There may be emergency situations where the Caregiver will have to react quickly with sound judgement.
- The scope of duties described in this document may not include all duties to be performed by the Caregiver and is subject to change.

Work Hours: This position may require various shifts at various times (including nights, weekends, and overnights) in one or more work sites.

Work Environment: Client homes, work sites outside of the client home as required and other work sites as required by management.

Reports to: Director, Assistant Director or other assigned Supervisor/Mentor.