

Caregiver

Mission Statement for Rainbow Acres

Rainbow Acres, a Christian Community with heart, empowers persons with developmental disabilities to live to their fullest potential with dignity and purpose.

Evidence of strong Christian commitment is desirable. Evidence of strong ethical standards and moral character is essential along with a sensitivity to the needs of the Ranchers. This is a safety sensitive position.

Job Title: Caregiver

Department: Operations

Reports to: Director of Campus Life

Summary: The Caregiver, a safety sensitive position, is to provide the highest quality home care to enhance the quality of life for the Ranchers of Rainbow Acres. In fulfilling this mission the successful Caregiver will:

- Make their highest priority the enhancing of each Rancher's quality of life.
- Utilize all the programs, services and resources of Rainbow Acres, with efficiency.
- Participate with Health & Wellness, Learning Center and Vocational Directors/Coordinators in annual goals setting, and then reviewing and monitoring each Rancher's progress toward fulfilling those goals. The Caregiver participates in completing an annual evaluation of the Ranchers achievements.

SAFETY-SENSITIVE POSITION: Based on the essential functions as discussed below in the Professional Responsibilities, Physical Demands, and Work Environment sections of this Job Description, Rainbow Acres considers a Caregiver to be a safety-sensitive position. Accordingly, under Arizona Law, Rainbow Acres excludes applicants and employees from the Caregiver position if it has a good faith belief that the applicant/employee is engaged in current drug use (whether legal, prescribed or otherwise) that could cause impairment or negatively impact the employee's job performance.

MINIMUM PROFESSIONAL REQUIREMENTS

- The successful candidate is at least 18 years of age or older and has a High School Diploma or GED.
- Has a minimum of three months of health-related experience
- Current driver's license issued by the State of AZ and safe driving record
- Able to pass a criminal background check, drug screen, and qualify for a level 1 security clearance.
- Able to obtain CPR/First Aid certificate and the Food Handlers Certificate
- Possess basic math skills, be computer literate, and able to follow detailed instructions

Candidate must provide proof of verification of completion from a Caregiver training program or successfully complete a caregiver training program approved by the Department or the Board of Examiners for Nursing Care Institution Administrators and Assisted Living Facility managers.

PROFESSIONAL RESPONSIBILITIES

- Uphold the personnel policies and Corporate Compliance Plan, the mission and vision of Rainbow Acres to facilitate a quality Christian community on Rainbow Acres for the benefit of the Ranchers
- Empower Ranchers to achieve their highest potential by assisting the Ranchers to:
 - Develop and reinforce good daily hygiene.
 - Develop and reinforce good daily living skills including: laundry, house cleaning, nutrition, food preparation, and menu planning.
 - Develop and reinforce good money management skills.
 - Develop and reinforce good manners and behavior.
 - Develop and reinforce good communication.
 - Develop and reinforce honesty, trust, and responsibility in relationships.
 - Reinforce “living by the Golden Rule”.
 - Encourage and reinforce a Rancher’s ability to draw on “spiritual resources” to overcome the barriers that confront them
 - Encourage daily participation in physical exercise, athletic training and social activities
 - Encourage and assist Ranchers to achieve personal goals in the Learning Center, the Vocational Center, and in social relationships
- Create a home environment where the Ranchers honor and respect the following:
 - Their peers among the Ranchers
 - Rules of good conduct in the home, on work crews and in public
 - The consequences of personal responsibility for their actions
 - Guidance and direction of Caregivers, Staff and others in positions of authority
 - A clean and safe house: On a weekly basis, complete or help Ranchers with the changing of all bed linens, vacuuming carpets, mopping floors, cleaning refrigerator, doing laundry, shopping for Rancher’s household needs
- Meal Duties:
 - Provide a balanced, nutritious breakfast
 - Make sure Ranchers are at lunch
 - Prepare and serve dinner as instructed by the kitchen – utilize menu as provided
- Provide care for the Ranchers as follows:
 - Protect Ranchers Rights
 - Provide incontinent care as required, including, but not limited to assistance with shower, applying incontinent barrier cream, change clothing and bedding
 - Maintain accurate Medication records, administer medications as prescribed; be attentive to potential side effects and appropriately report
 - Take Ranchers to scheduled medical and dental appointments
 - Review basic emergency responses: medical and fire, including exit routes from the house and when and how to dial “911”
 - Report any and all accidents and/or injuries by completing the proper incident forms
 - Report any changes in eating habits
 - Report any emotional changes noticed (i.e. moodiness, depression, aggressive behavior, etc.) as well as any physical changes such as bruises, cuts, rashes, etc.
 - Address and report any inappropriate behaviors by coaching, providing guidance and counseling. Note: physical restraints, medical restraints, screaming, profanity and humiliation are not acceptable and will not be tolerated



- Write Incident Reports involving outstanding achievement, misconduct or inappropriate behavior with other Ranchers, staff or persons in the community
- Monitor and record in log for Activities of Daily Living for each Rancher
- Assist the Ranchers in maintaining good communication with family members, parents, guardians, and friends beyond the Ranch as needed.
- Monitor recreational activities, especially television and movies, for appropriate content. *Rainbow Acres does not permit pornography, X-rated videos, recreational drugs or other illegal activities on the Ranch or in Ranch activities. Rainbow Acres does not approve of sexual activities among Ranchers or with staff. Activities that are seen as inappropriate must be reported to the Director of Campus Life.*
- Encourage Rancher participation in activities with others
- Miscellaneous/other duties:
 - Report any damages to property, including vans, to the Maintenance department
 - Attend all mandatory staff meetings
 - Attend In-Service or educational training sessions
 - Assist or lead work crews, recreational and Ranch activities as requested by the Director of Camus Life
 - Follow work schedules
 - Other duties as assigned or requested by the Director of Campus Life or President of Rainbow Acres
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PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the employee is frequently required to: stand; walk; have great dexterity of hands and arms; push; pull; balance; stoop; kneel; crouch; crawl; talk; and, hear. The employee is occasionally required to sit. The employee must be able to properly and safely lift up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision and depth perception.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The working environment is generally in an indoor setting, but could be exposed to heat/cold from the some crew assignments. The noise level in the work environment is usually quiet to moderate.