

Available Position Description

Position: Activity Assistant – Heritage House (2 positions)

Description: The Activity Assistant leads scheduled activities for nursing home residents. He/she passes drinks and snacks and picks up and puts out menus. He/she helps with special occasion activities as needed.

Number of Hours: Casual: approximately 4 hours/week

Schedule:

Position 1: Wednesday mornings (9 am – 1 pm)
Occasional fill in for co-workers and assisting with special events.
(i.e. fall family dinner)

Position 2: 2 Saturdays per month (9 am – 1 pm)
Occasional fill in for co-workers and assisting with special events.
(i.e. fall family dinner)

One person could work both positions if interested.

Educational Requirements: High school education helpful.

Other: The applicant should possess good interpersonal and communication skills, initiative, compassion for the elderly, and the ability to follow directions and the ability to work independently.

Replacement: X New

Date: 3/5/10

Position Filled:

Employee (s): _____

Date: _____
Date: _____