

RADD-CPA
Job Description

Position Title: RESPITE CAREGIVER/COUNSELOR
Supervisor: Program Director
Program: Adult Respite, Youth Respite, and Day Respite

Program Description: For participants ages 5 years of age and up. Designed to provide respite to the caregiver and to promote a positive self image of the participant and their integration within the Racine community. Held at a local hotel, participants enjoy recreation and socialization in small groups.

Job Summary:

The individual in this position works closely with the participants of the Respite program ensuring a caring environment for the participants.

Specific Duties:

1. Helps the participants as necessary which may include, feeding, bathroom hygiene, dietary requirements, and with the scheduled activities.
2. Helps keep participant safe.
3. Ask for and accept direction when needed.
4. Maintain a positive and upbeat attitude with participants, parents, caregivers and volunteers.
5. Support Agency mission statement, logic model, and outcome measurements.
6. Assist in the daily setup and cleanup.
7. Willingness to accept other responsibilities as assigned by Activity Director
8. Encourage social interaction by engaging in activities with participant's, modeling appropriate behavior, and have fun.
9. Attend staff meetings when scheduled.
10. Review participant profiles on an ongoing basis.
11. Adjust the activities to meet the individual participant's needs.
12. Complete event summary sheets.
13. Execute the behavior plan whenever necessary.

Special Experience and Abilities:

1. Ability to deal compassionately and respectfully with individuals with special needs.
2. Experience in caring for individuals with special needs is preferred but not required.
3. Effective interpersonal skills.
4. Physical requirement of periodically assist lifting an adult (approx. 100 lbs.) or pushing a wheel chair is 10% or less of the job.
5. Exercise good judgment and total confidentiality

Qualifications:

1. Must be at least 16 years old
2. Clear criminal history.