

Department Number:	800	Allocation	JFS at Home
FSA:	Non Exempt	FTE	varies
Reports To:	JFS at Home Supervisor	Updated:	03/2012

JOB DESCRIPTION

I. Position Title: Personal Care Worker

II. Position Summary: Provides personal care services by assisting with activities of daily living and companionship to clients residing in the home in support of maintaining their independent lifestyles

III. Qualifications:

- A. Education: H.S. diploma
- B. Experience: 1 year of in-home care service work experience preferred. Must be able to pass a competency evaluation
- C. Physical Requirements: Requires ability to adequately perform homemaking task as described. Able to lift up to 40 pounds to perform tasks such as carry bags of groceries, lift/transfer clients, move light furniture, etc.
Able to bend, stoop, perform push/pull motions in order to perform tasks such as Sweeping, mopping, using vacuum cleaner, dusting furniture, etc.
Able to grasp or hold items such as washcloths, dust cloths, dishes, clothing, etc.

IV. Responsibilities:

- A. Provide services to clients in their own homes according to the client care plan which may include any of the following:
 - a. Personal care as allowed by the State of Colorado licensure requirements.
 - b. Light housekeeping
 - c. Meal preparation and/or feeding assistance
 - d. Shopping and errands
 - e. Transportation
 - f. Companionship
 - g. Caregiver relief
 - h. Laundry
 - i. Transfer
- B. Represent Jewish Family Service in a professional and responsible manner in the home and in the community.
- C. Complete necessary paperwork as required by the agency including service notes for each visit.
- D. Be punctual and exercise good time management
- E. Report any problems/concerns about the client to the JFS at Home Supervisor
- F. Attend appropriate required trainings
- G. Other duties as assigned

