



North Shore Area Partners is a 501(c)(3) nonprofit organization with the mission of supporting the independence of seniors living in their own homes. We serve an area that includes Beaver Bay, Silver Bay, Little Marais, Finland and Isabella in Lake County. Since 2003, we have coordinated volunteers to provide services such as transportation to medical appointments, friendly visiting and companionship, housekeeping and chores, grocery shopping and meals-on-wheels delivery. Our Program Staff provides care coordination, referrals and information, and caregiver support. Our Service staff provides in-home personal care assistance and home health care. Additionally, NSAP provides a variety of educational and social activities to enhance the lives of seniors in our community.

Home Health Aide

Home Health Aides provide direct assistance to North Shore Area Partners' home care clients. They support the physical and mental well-being of older adults living at home by promoting personal health maintenance and creating an effective environment for comfort and safety, based on a client's individual care plan. An ideal candidate will have a willingness to learn new skills and information to enhance personal and organizational success.

Responsibilities involve providing respectful and professional care to meet a client's needs, including:

Homemaker Services

- Light house cleaning (*laundry, sweeping, mopping, vacuuming, dishes, wiping counters, cleaning bathrooms, removing trash, light socialization*),
- Home management (*meal preparation, shopping errands, assistance with making phone calls and transportation arrangements, assistance with reading the paper and opening the mail, organizing household items, medication reminders*),
- Personal Cares (*feeding, bathing, dressing, grooming, toileting, transfers, brushing teeth, cleaning dentures, changing briefs/pads, shaving, etc.*)

Adult Companionship

- Non-medical supervision and socialization to help a person work toward a therapeutic or community integration goal identified in a support plan (*attending community events with a person to assist with socialization, playing cards or games to enhance a person's fine motor skills, guiding and assisting with daily tasks*).

Respite

- Provides a break to a caregiver of an individual who needs supervision and assistance with activities of daily living (*may include any of the activities above within the home*).

Home Health Services

- Medical needs as directed by a physician, supervised by a registered nurse, and within the scope of the North Shore Area Partners' license (*may include asepsis procedures, skin inspection and care, repositioning procedures, exercises and stretches, monitoring food and fluid intake-output*).

Essential Skills:

- Ability to understand verbal and written instructions in a care plan.
- Ability to effectively communicate verbally with clients and other employees.
- Ability to accurately communicate in writing when documenting care.
- Ability to comply with organizational policies regarding professional expectations and state and federal standards, including confidentiality and personal data protections.
- Must be able to pass a NetStudy2 background check.
- Must have a dependable communication device to report schedule changes or emergencies.
- Must have a dependable mode of transportation to scheduled home care visits.

Desired Qualities:

- Experience working with older adults or in a caregiving field.
- Outstanding interpersonal communication skills, including respectful listening skills.
- Friendly, enthusiastic and positive attitude.
- Flexible team player with the willingness to support other staff as needed.

Other Details:

- Certified Nurse Assistant certification preferred.
- \$16 - \$18/hour (\$20/hour weekends) depending on experience.
- Holiday pay (30+ hours/week).
- Vacation and Earned Sick & Safe Time, accrued based on hours worked.
- Matching voluntary retirement plan (15+ hours/week), health care stipend and supplemental insurance (Aflac) available at (30+ hours/week).
- Supervised by the Executive Assistant and Home Care Manager.

Signature

Date