



Job Description

Kaitiaki (Wellbeing Assistant)

The purpose of the role is to work as part of a team which encourages the safest, healthiest and most enjoyable lifestyle and living environment possible for Summerset Care Centre residents. You will be obliged to provide high quality care to residents in a way that is respectful and considerate and follows Summerset best practice policies and procedures.

There will be a strong focus on supporting person-centred care for residents to assist them in their activities of daily living. Key focus areas include improving independence with mobility therapy, supporting access and participation in recreation and diversional therapy – especially in the afternoons for people living with dementia, and supporting enjoyment of meals and beverages for those who need assistance.

This job description provides an overview of the responsibilities and tasks of the role. You may be required to perform job related tasks other than those specified.



STRONG ENOUGH TO CARE



ONE TEAM






STRIVE TO BE THE BEST



BRINGING THE BEST OF LIFE

Business Unit	Operations
Department / Team	Village Operations
Reporting Line	Care Centre Manager
Contribution / Responsibilities	<p>This role is guided by the detailed shift schedule for the both the morning and afternoon shifts</p> <p>Care Centre Residents</p> <ul style="list-style-type: none"> • Build caring relationships with residents and family/whanau/advocates with the aim of Bringing the Best of Life for Summerset residents. This is achieved by ensuring approaches and interventions assist to enhance mental, emotional, spiritual, and cultural wellbeing for the resident. • Deliver mobility therapy which aligns to the mobility plans developed by a registered physiotherapist – this includes assisting with walking as detailed in the plan – either indoors or outdoors as appropriate for the resident and exercise plans as detailed by the Physiotherapist • Support residents with meals and fluids, including morning teas and helping residents who require assistance – apply a person centred approach to ensure that resident’s living with Dementia and those who are reliant on assistance from staff have their needs met. Ensure that thirst and hunger are not contributing to behavioural symptoms of Dementia for residents as appropriate • Provide one on one support for residents who require this due to anxiety, agitation, confusion or are feeling emotionally vulnerable or isolated - e.g., residents living with dementia and those without access to natural supports from family/whanau/friends • Provide supervision and support to all resident’s during the course of the shift to maintain resident safety and in particular support residents who are at risk of falling • Liaise with other team members to ensure their needs are met in a timely manner and provide support until a caregiver is able to intervene <p>Recreation and Diversional Therapy support</p> <ul style="list-style-type: none"> • Work as part of a team with the DT’s and RT’s to deliver the recreational programs when required or when additional support is needed • Apply interventions and meaningful activities as detailed in the resident’s activity plan when providing one on one support or leading small group activity programs <p>Clinical practices, resident’s safety, and well-being</p> <ul style="list-style-type: none"> • Complete resident’s electronic progress notes. Record any activities, observations, and concerns • Follow Summerset policies and procedures, maintain records, promptly inform clinical and senior staff of any concerns about residents and act in a way that is professional and ethical. • <p>Training and development</p> <ul style="list-style-type: none"> • Complete compulsory training sessions as per Summerset requirements • Additional training for this role will include: • Deliver resident mobility therapy plans as prescribed by facility physiotherapist • Training on Meaningful Activities for Older People with the Summerset DT program lead • Building knowledge in relation to supporting people living with Dementia including appropriate Careerforce modules
Health & Safety	Be a proactive contributor to ensuring the health & safety of our people, our customers, our contractors, and our residents. This includes adhering to Summerset’s safety culture expectations of an environment of zero-harm and compliance with health and safety policies and procedures.

Qualifications and Experience	<ul style="list-style-type: none"> • Mandatory achievement of the Certificate in Health and Wellbeing Level 2 (Foundation Skills) or Summerset recognised equivalent • Be willing to undertake NZQA Dementia training modules • Empathy, kindness, compassion and patience with people and emotional resilience to deal with demanding and challenging situations • Excellent interpersonal skills, and a genuine interest in working with older people • Preparedness to participate in development opportunities and strong willingness to learn • Teamwork approach. An understanding and appreciation of the other roles in the care centre • Understanding and knowledge of Te Reo an advantage and a willingness to support residents of all cultural and ethnic backgrounds
Relationships	<ul style="list-style-type: none"> • Residents • Care Centre Manager • Clinical Nurse Lead, • Registered Nurses, • Diversional and Recreational Therapists, • Enrolled Nurses, • Caregivers, • Village Manager, • Programme Lead - Diversional Therapy • Families and other visitors, • Volunteers
Dimensions	<ul style="list-style-type: none"> • Nil direct reports • Nil opex / capex budget
Other	<ul style="list-style-type: none"> • This job includes all the main duties and responsibilities of the role; however you may be required to do other tasks and duties, which would reasonably fall within the responsibilities and skills of the role, at the request of your manager

Values		
 <p>STRONG ENOUGH TO CARE</p> <p>We treat our residents like family. We do what's right. We respect people as individuals.</p>	 <p>ONE TEAM</p> <p>We look out for each other. We take ownership and follow through. We share and listen to each other's ideas.</p>	 <p>STRIVE TO BE THE BEST</p> <p>We work hard. We like to win. We're always learning and improving.</p>