

Respite Worker

Job Type: Part-Time

Respite Care

This program is an in home service that provides care for individuals with developmental disabilities. Archway provides respite services for families in Camden and Gloucester counties. Respite care providers are assigned to a family to provide supervision and companionship in the home. Families usually receive 20 hours of service per month. Referrals for services come from the Division of Developmental Disabilities.

REFIL

The REFIL Program serves consumers who demonstrate a need for services in order to achieve a greater level of independence. REFIL Program serves individuals who can assist in the planning and scheduling of their support services. REFIL is not for medical or nursing services. Referrals come from the Division of Developmental Disabilities.

Archway Programs is seeking a Part-Time Respite Worker for our Respite/REFIL program to service developmentally disabled consumers in their own homes.

Responsibilities include:

- Maintains established division policies & procedures, objectives, quality assurance, safety, environmental, and infection control standards.
- Provide culturally sensitive services that are based on knowledge of cultural diversity to accomplish quality client care.
- Cooperate fully with Archway Programs and Division of Developmental Disabilities staff in any and all inspections and/ or investigations.
- Assist consumers in activities of daily living, recreational and socialization activities as guided by individual service plan.
- Trains consumers in skill and recreation areas as assigned
- Provides care and companionship for consumers in absence of other regular caregivers
- Record clear and comprehensive documentation
- Participates in training and professional development
- Submit documentation/time sheets in a timely fashion
- Act as a positive role model

Other knowledge, skills, and certifications required:

- Appointees will be required to possess a valid driver's license only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position
- Ability to read, write, speak, understand, or communicate in English sufficiently to perform the duties of this position. American Sign Language or Braille may also be considered as acceptable forms of communication.
- Persons with mental or physical disabilities are eligible as long as they can perform the essential functions of the job after reasonable accommodation is made to their known limitations. If the accommodation cannot be made because it would cause the employer undue hardship, such persons may not be eligible.
- CPR/ FA
- DDD Pre-service within 90 days of hire

- General knowledge of social work, social work system.
- Any and all other trainings/ in-services as assigned by Archway Programs

Requirements:

- HS Diploma or equivalent
- Experience working with DDD population
- Home Health Aide background
- Must have valid NJ Driver's License

Contact Information:

Human Services Department at (856) 767-5757 ext 370, 376, 377.

We are proud to be an Equal Employment Opportunity Employer M/F/D/V.