



BREVILLIER VILLAGE
Ball Pavilion Unit Assistant Aide Trainee

Relationship:

Responsible to the Director of Nursing with daily supervision by Unit Nurses.

Requirements:

1. Skills/Attributes:
 - a. Ability to read and write, follow written and verbal directions.
 - b. Versatility and adaptability to varied demands and handling interruptions.
 - c. Self-motivated
 - d. Confidentiality, a sense of responsibility and friendly personality.
2. Acceptance of Brevillier Village policy of non-discrimination and personnel Policies while supporting and promoting Dignity, Respect, and Inclusion in all functions relating to Brevillier Village. Will promote Person Centered Care within all programs at Brevillier Village.
3. Acceptance to post-employment offer drug screening, physical, Mantoux, as is required, and annual Mantoux screening thereafter. Recommended to have annual flu and COVID 19 vaccine/booster. Must meet Criminal Record Check requirements of the Older Adult Protective Services Act 169 as amended by Act 13.
4. Must be able to sit for extended periods of time and regularly lift and/or maneuver a minimum of 50 pounds or 150 lbs. with assistance.
5. Awareness of types of abuse and responsibility of reporting as well as awareness of safety policies and procedures to ensure the safety of all Brevillier Village residents.
6. Must successfully complete the required 90-day training period.
7. Will support and promote Dignity, Respect and Inclusion in all functions relating to Brevillier Village.
8. Acceptance of Brevillier Village Mission, Philosophy and Vision.

Essential Duties:

1. Be a leader in providing Excellent Customer Service and maintaining a respectful attitude toward all residents, families, coworkers, visitors, volunteers, vendors, etc.
2. Observing the needs of the residents and responding to those individual needs. Responding to all call bells, including assigned residents and all other residents.
3. Making beds in resident rooms.

Unit Assistant
JOB DESCRIPTION
Page 2

4. Passing resident snacks with supervision.
5. Assisting at mealtimes with the following duties: passing trays, set meals for self-feeding residents, picking up trays, tidy dining rooms, helping residents to and from meals, picking up trays, record percentage of food intake.
6. Transporting to and from activities, etc. as needed and time allows.
7. Change and distribute linens (bed making and bathroom linen stocking).
8. Organizing hallways to be neat and orderly including transporting bins to the laundry.
9. Help ensure resident items are labeled, stocked, and stored properly.
10. Assist resident during scheduled activities and programs as directed.
11. Pass supplements as appropriate.
12. Provide nail care including cleaning, filing, and trimming.
13. Assist with rounding and resident checks.
14. Complete daily checklist and charting, as assigned.
15. Awareness of types of abuse and responsibility of reporting to ensure the safety of all Brevillier Village residents.
16. Awareness of safety policies and procedures to ensure resident safety.
17. Awareness of signs of pain, palliative care, and hospice services.

Non-Essential Duties:

1. Performing any other related duties as requested by Unit Nurse.

Signature_____ Date:_____

Director's Signature_____ Date:_____