



Human Resource Department

26 Church Street

Lyons, New York 14489

JOB ANNOUNCEMENT – PLEASE POST

2023-13

TITLE: Wayne County Nursing Home Activity Aide – Part-Time

SALARY: \$16.49 hourly (2023)

SIGN ON BONUS: Part Time Employee: Yearly maximum enhancement/retention payment of \$1500 to be paid out in \$750 increments if all criteria is met; Part time employees must work at least 350 hours in each vesting period to be eligible for payout. *Must meet all criteria outlined in Memorandum of Agreement to receive sign on bonus.*

Location: Wayne County Nursing Home

Applications Accepted: Until Filled

Submit completed Civil Service Application to: Wayne County Human Resources 26 Church St. Lyons, NY 14489

DISTINGUISHING FEATURES OF THE CLASS: The work involves responsibility for performing tasks involved in the process of conducting a program of diversified, recreational and social activities with residents in a nursing home. Responsibility may also include routine housekeeping and helper tasks related to the activities program. The work is performed under direct supervision of the Residential Service Director. Works directly with Care Plan Team. Incumbents receive on-the-job training in routine activities program duties. Supervision may be required over the work of subordinates. Does related work as required.

TYPICAL WORK ACTIVITIES

- Assists residents to participate in a wide variety of program activities;
- Prepares equipment, supplies and facilities for individual or group activities;
- May assist in the preparation and serving of refreshments during activities.
- May facilitate programs to encourage socialization, entertainment, relaxation and fulfillment to improve residents' daily living skills;
- Participates in both staff and resident care plan meetings;
- Assists Care Plan Team developing and implementing care plans, and identifies ways recreational participation will improve residents quality of life;
- Assesses residents expressed interests and responses to activities;
- Assists in transporting residents to programs, crafts and other activities;
- Utilizes community resources in conduct of the activities program;
- Inventory, cleaning and storage of activities supplies and equipment as assigned;
- Prepares records and reports related to the program, completes initial and ongoing assessments regarding resident recreational needs;
- Provides leadership to volunteers and field students;
- Attends and participates in the facilities in-service training programs.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of basic arts, crafts, games, sports, hobbies and other appropriate activities used in a nursing home; Ability to stimulate and maintain participation and interest in the activities program; Ability to formulate, organize, and promote recreation activities; Ability to understand the problems and attitudes of ill, aged and handicapped persons and the importance of their participation in an activities program; Ability to establish working rapport with public agencies and groups; Ability to maintain simple records and reports; Ability to communicate effectively both orally and in writing; Ability to operate a computer and utilize common office software programs; Ability to understand and empathize with the needs and concerns of others.

MINIMUM QUALIFICATIONS:

Graduation from high school or possession of a general equivalency diploma; And two (2) years of full time work experience, or its part time equivalent, conducting organized recreation activities, such as games, sports, or arts and crafts.

Note: A Certified Nursing Assistant may be substituted for the experience on a year for year basis.