



# *BROADMOOR HOUSE*

Position: Direct Care Staff

Supervisor: Administrator

The Broadmoor House Homes consist of 2 care homes in a beautiful residential setting. The homes are designed to provide 24 care, supervision, and support to individuals who were intellectually and developmentally disabled. The program emphasizes community integration, Activities of Daily Living, and Behavior Modification.

DUTIES AND RESPONSIBILITIES: (May not include all of the following nor do all of the listed examples include all duties & responsibilities which may be required of the position)

1. Provide assistance and training with ADL's (i.e. personal hygiene, meal etiquette, social interactions) according to individual goals.
2. Administer medications as prescribed and provide needed documentation.
3. Implement Behavior Plans and provide guidance for exhibiting appropriate behaviors through example and according to plans outlined.
4. Prepare meals and maintain cleanliness of home.
5. Facilitate community socialization, activities and events.
6. In accordance with Title 22, monitor client progress via documentation (daily progress notes, data collection, MAR, etc.)
7. Protect the individual's rights and provide the opportunity for informed choices.
8. Attend mandatory staff trainings monthly and staff meetings as scheduled.
9. Perform duties and responsibilities in accordance with Broadmoor House Policies and Procedures.
10. Maintain open communication with co-workers, supervisors, and other team members.
11. Other duties as assigned by supervisor/administrator.

REQUIREMENTS:

1. High School Diploma.
2. Proficient written and verbal communication skills.
3. Ability to work within a team.
4. Department of Justice Clearance, fingerprinting, pre-employment Physical & TB.
5. Willingness to provide compassionate care to the developmentally disabled population.