



JOB DESCRIPTION

Title: Activity Leader I Reports to: PVI Rosener House Program Manager
Position Summary
The Activity Leader provides educational, recreational and social activities in day center for physically/cognitively impaired older adults and aids with activities of daily living.
PVI Culture
PVI has a strong values-driven culture that supports its mission. The Activity Leader is expected to model and set an example for other PVI employees to live our Core Values: Respect, Commitment, Trust, Dedication and Compassion as articulated in the PVI Culture Matrix (attached).
Major Areas of Responsibilities
<ul style="list-style-type: none">• Plan and implement daily activities.• Treat participants respectfully, demonstrate appropriate communication skills and behavior management techniques.• Demonstrate knowledge of Peninsula Volunteers Rosener House philosophy of care for participants and the value of program for family members.• Demonstrate knowledge of position.• Maintain good working relationship with co-workers and supervisors.• Motivate participants to engage in activities and show enthusiasm for work.• Serve daily meals and become familiar with participants diet restrictions.• Occasionally assist with toileting and assistance with feeding• Receive and value feedback from supervisors and willingly work to strengthen skills and build on successes while addressing challenges in a positive manner.• Work with team to maintain calm, positive, joyful environment.• Complete assignments in a timely manner.• Comply with all Peninsula Volunteers, Inc. employee guidelines and procedures.• Carry out any additional assignments required to fulfill PVI's mission.
Position Requirements
Skills Needed <ul style="list-style-type: none">• Basic Computer skills (Ability to check email, knowledge of Outlook, Word, PowerPoint, Zoom)• Ability to work effectively with teams.• CPR Certified (Training will be provided.)



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- Ability to compassionately and effectively engage with persons with physical/cognitive impairments.

Experience and Education

- Must have GED or High School Diploma.
- Experience working with individuals with cognitive and/or physical impairment. Alzheimer's & Dementia patients preferred.

Physical Requirements

- Able to occasionally lift up to fifty pounds while assisting participants
- Regularly required to walk, stand, bend, stoop, twist, kneel, reach, carry.
- Frequently required to push wheelchairs.
- Physically able to provide personal care in the activities of daily living.
- TB test and fitness for duty exam required.

Performance Expectations (Measurable Outcomes)

- Plan and implement activities that are enjoyed by changing populations.
- Complete Major Areas of Responsibility (above) to the satisfaction of supervisor.
- Comply with all Peninsula Volunteers, Inc. employee guidelines and procedures.
- Attend daily stand-up meetings, and weekly care-plan meetings, all staff meetings, and activity meetings.
- Adhere to PVI cultural values.

Date: _____

Full Name (printed): _____

I have read and fully understand the roles, responsibilities, and expectations for this position.

Signature: _____

Supervisor Signature: _____