

DIVERSIONAL THERAPIST/LIFESTYLE CO-ORDINATOR

PRIMARY ROLE Oversight and evaluates individual and group lifestyle activities/recreational programs that maximises resident choice, participation and dignity.
RESPONSIBILITY

RESPONSIBLE TO: Chief Executive Officer

HOURS of WORK: 0.43 EFT

1. PRINCIPLE RESPONSIBILITIES

- Ensures that all Diversional Therapy residential activities meet resident physical, social, emotional, cultural, cognitive and spiritual needs
- Ensure the service meets all regulatory requirements and documentation requirements
- Recruits and trains volunteers to assist with resident lifestyle needs
- Networks with the community to facilitate lifestyle programs
- Demonstrates positive attitude
- Resolves local issues
- Applies continuous improvement practices
- Supervises and plans staff/volunteer rosters
- Undertakes staff appraisals
- Creates monthly Andrew Kerr resident/family newsletter (Heartbeat)
- Communicates effectively with all stakeholders, staff, residents, families
- Ensures equipment supplies meet program needs
- Ensures Web2TV reflects Activities
- Coordinates special events
- Is annually immunized with flu vaccinations, unless medically exempt
- Manages activities within allocated budget

2. SELECTION CRITERIA

- Experience planning, implementing and evaluating lifestyle activities
- Knowledge of issues associated with ageing and changes associated with Dementia.
- Minimum Certificate IV in Lifestyle and Leisure or equivalent
- At least 5-years of experience as a Diversional Therapist in Aged care
- Experience in team development and supervision
- Experience working with volunteers
- Demonstrated people skills to work with residents, families, colleagues, volunteers and community groups
- Knowledge of legislation, regulations and evidence based best practice relevant to aged care and experience in implementing leisure and lifestyle activity programs within the aged care environment;

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- Demonstrated understanding of Accreditation Standards
- Excellent communication skills
- Demonstrates sound judgement and problem solving
- Current drivers licence and ability to drive Andrew Kerr bus for Client pickups and drop offs.
- Proficiency with computer applications, including Microsoft Word, Excel, Outlook and Publisher
- Membership of relevant professional body

PERFORMANCE INDICATORS

- Structured resident feedback (surveys) indicates very high satisfaction with lifestyle programs
- All Diversional Therapists complete mandatory training
- Follows all policies

Name: _____ Position: _____

Signature: _____ Date: _____

CEO Signature: _____ Date: _____