

Reports to: Coyote House Manager
Director Reports: None (may supervise volunteers and additional support staff)
Shifts Available: Two 19 hour weekday shifts (2:30 pm to 9:30 am on Wed and Thur)
Shift Details: 7.5 hours active support, 8 hours sleeping on-site, 2.5 hours morning active support (available at night if there is an emergency).
Shift rate: \$210 per shift

Position Summary:

The Care Partner is accountable to the Residents of a community home for adults with developmental disabilities; responsible for collaborating with regard to all aspects (inside and outside) of the successful operation of the Coyote House including the Resident's ongoing learning, health and wellness. The Care Partner supports, facilitates and advocates alongside Residents to ensure their opportunity to enjoy self-directed lives in a comfortable shared home.

The atmosphere at Coyote House is open-minded, homely, respectful, individualized, collaborative and relaxed.

Each person has education, exposure and experiences in making real choices in everyday life and planning towards their future.

Every person living at Coyote House feels and is supported by their team and network, to attain personally defined quality of life outcomes.

Every person is at the center of developing his/her person-centered planning process.

Every person is safe, and feels safe.

The person is in control of the plan and it is in a format chosen by the person.

Additionally the Care Partner is responsible that Coyote House is compliant with the Washington State Administrative Code, the Coyote House monthly budget and meeting the Tierra Village mission, vision and values.

Key Responsibilities:

- Utilizes wise leadership.
- Adhere to all Washington Administrative Code laws.
- Collaborate with Coyote House team to ensure all needs of Coyote House Residents are met as identified in their negotiated care and focus plan.
- Act promptly and effectively in urgent and emergency situations.
- Report all incidents in a timely manner to the Coyote House Manager and see that incident reports are completed.
- Homemaking such as cooking, cleaning, yardwork and basic maintenance to ensure Coyote House is clean and well maintained (inside and outside).
- Facilitate punctual and safe transportation to appointments (jobs, haircut, activities, doctors etc.).
- Make sure Resident calendars and planners are accessible and up to date.

- Make sure MARs are complete and up to date.
- Health & Well-Being oversight and documentation:
 - Preventative and proactive health care; ensure Residents get the medical attention they choose and need.
 - Assist with personal and intimate care as needed and requested.
 - Physical activity.
 - Planning and preparation of nutritious, fresh, organic (as possible) meals and snacks according to Residents dietary needs and requirements.
 - Observe and document Resident health changes and needs, and coordinate health care with the Coyote House Manager.
 - Plan, provide, coordinate, and assist Residents with social, recreational, educational and leisure activities. This includes finding natural supports to aid in engaging in chosen activity.
 - Build, implement, and maintain a safety plan alongside each of the 5 Residents to ensure they feel included, informed and safe.
- Maintain a healthy, open and dynamic home environment that is person-centered.
 - Facilitate interaction and decisions between Residents to sustain a relaxed and respectful shared living.
 - Support Residents with their communication with family and friends.
 - Facilitate self and community awareness.
 - Communicate effectively to ensure an open, honest, trusting environment that allows for positive growth of staff, parents, self and Residents. Avoids triangulation, placing blame and passing judgment.
 - Help to change the environment, communication approach and the supports should challenging behaviors arise.
- Advocate for human rights

Essential Functions:

To adequately perform the responsibilities required of this position, the Care Partner must have the ability to:

- Listen well and provide care and support while inspiring participation and learning.
- Ensure/support the health and well being of all Residents, self and co-workers.
- Exercise sound independent judgment and decision-making.
- Interact and communicate with respect and integrity.
- Facilitate healthy human development and ability to build a positive community.
- Adapt activities to meet individual goals/interests/needs.
- Be outside in all seasons/weather conditions for regular and prolonged activities.
- Walk and/or run on unpaved surfaces and/or uneven terrain.
- Utilize acceptable hearing and visual capabilities to monitor the environment and others.
- Physically assist others in the case of an emergency.
- Practice patience and adaptability.

Training Requirements:

- CPR/First Aid Certification
- TB test
- Food Handlers Permit
- Criminal Background check & fingerprints (results satisfactory)

- Medical examination as a condition of employment and a medical declaration yearly thereafter
- 3-day Developmental Disability Specialty Training (after hire)
- HCA or CNA & Continuing education-10 hours a year (after hire)

The ideal candidate will possess the following desired attributes:

- Creativity, flexibility, patience and compassion as core strengths.
- A sense of humor, ability to work well with others, and be open to learning.
- Passion for best practices, collaboration and innovation.
- Healthy relationship with food; keen interest in whole foods.
- Enthusiasm for role as a facilitator, and able to orient and manage staff/volunteers.
- Excellent and effective communication skills.
- Shares Tierra Village values of inclusion, stewardship, and positive growth.
- Experience and a passion for working with people of all abilities.
- Integrity and professionalism.
- Ability to lead Coyote House in compliance with Washington State Regulatory Code for Adult Family Home.
- Home.
- Organizational and planning skills.
- Regular, functional attendance.

To apply:

Send your cover letter, resume and a minimum of 3 professional references via email to:

HR@tierravillage.org. Applications will be reviewed on a rolling basis until position has been filled.