



Job Description

Job Title: Chore Worker

Status: Part-Time or Full Time

Reports to: Operations Director

Summary of Position:

The Chore Provider performs tasks to assist a client in maintaining his/her independence while allowing them to remain in their home. The Chore Provider performs household tasks that individuals cannot perform themselves.

Responsibilities and Duties:

- Adhere to and clearly articulate the mission and core values of WASI
- Provide excellent customer service

General Duties include but not limited to:

- Drives to clients within the Mat-Su Valley (Mileage paid)
- Assists with housekeeping essential to the consumer's health and safety, including but not limited to cleaning within the residence used by the client, changing bed linens, laundering the client's clothing, dish washing, and snow removal.
- Provides other services determined necessary to maintain a clean, sanitary and safe living environment.
- Shops for groceries, and other household items required specifically for the individuals health and maintenance.
- Prepares meals and assists the eligible individual with meals as necessary.
- Assures that health and safety needs of the client are observed.
- Maintains timely and accurate documentation.
- Attends staff meetings.
- Insures communication between all professional and supervisory staff.
- Promotes self-confidence and self-esteem of clients through the use of positive interaction and motivational techniques.
- Plans work in a way that fosters quality and maximizes the efficient use of agency resources.

Qualifications

Skills and Abilities Required

- Clean background check
- Current CPR and First Aid Certification
- Ability to manage time effectively
- Ability to work well with others

- Ability to interact positively with seniors, family members and professionals
- Ability and willingness to empower seniors to become equal partners with professionals who provide their services
- Current valid Alaska driver's license, clean driving record and proof of insurance

Core Competencies:

- Belief in and ability to articulate the mission and core values of WASI
- Positive reputation in the community
- Team player
- Self-directed and motivated
- Empathic communicator
- Positive Attitude

Physical Demands: While performing the responsibilities of the Chore Worker, the employee is required to talk and hear. The employee is often required to use their hands and fingers, to handle or feel. The employee may be required to stand, walk, reach with arms and hands, climb or balance, and to stoop, kneel, or crouch. Vision abilities required by this job include close vision.

Work Environment: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. The noise level in the work environment is usually quiet to moderately loud.

NOTE: WASI is a dynamic organization changing as needed to best address its goals. This job description is representative of duties at a moment in time and is intended as a "living document" updated periodically to reflect changes in job responsibilities and/or emphasis. It is not intended or implied to be an employment contract but is a communication tool to explain the responsibilities, advertise the job and identify performance measures and potential training needs.