

Title: Respite Worker

Department: Community Based Services

Classification: Non-Exempt

Reports to: Community Based Services Coordinator

Revised: April 2022

Summary:

Caring for loved ones is often a thankless job. The challenges and joy may often be invisible to most. At Unlimited Possibilities (UP), we see, hear, and understand the compassion needed to support the unique challenges each individual and family is facing. Our team of Respite Workers provide experienced care, which give much-needed relief to families. While families take a break, they can feel at ease with our team of experienced specialists who provide age-specific enrichment and daily life activities. For many in the Orange County disability community, UP is the trusted source for support. Our experienced staff work closely with individuals and their loved ones to problem-solve and guide them on their paths to safety, success, wellness, and fulfillment.

Respite Workers may be matched with one or more families to provide needed respite. This is a flexible part-time role with shifts of 4 or more hours, Monday through Friday. Evening, overnight, and weekend shifts are also available. Additionally, this may be combined with our Inclusion Facilitators and Personal Care Assistant roles to serve the spectrum of ages, needs, and services at UP.

Essential Duties and Responsibilities

- Oversees the general care and supervision of assigned client(s).
- Provides quality in-home care to children and adults with special needs and their families.
- Promotes appropriate interactions and communication.
- Assists with activities associated with daily life tasks such as personal hygiene, feeding, dressing, toileting (if needed), and other health care needs.
- Initiates age-appropriate activities.
- May accompany or transport individual to nearby recreation activities like parks, shopping, etc., per guardian's instruction and request. (Mileage reimbursement provided)
- Ensures safety above all.
- Manages care for siblings as needed.
- Provides scheduling/availability updates to Coordinator
- Actively serves as an ambassador for UP in the community, representing the mission and vision of the organization.
- Serves as a primary liaison between UP and families, assuring information and access to the many resources and programs available.

Requirements:

- Must be a minimum of 18 years of age and have high school diploma or GED.
- 1-2 years experience working with individuals with disabilities or equivalent related life experience preferred.
- Must successfully pass DOJ background check and be eligible for acceptance by our company commercial auto policy based upon DMV report with annual review thereafter.
- This position requires local travel. Must provide proof of valid CA driver's license and automobile insurance upon hire & at expiration thereafter. Must have a reliable means of transportation.
- Complete/provide proof of negative tuberculosis test result; maintain clearance every year.
- Complete & maintain Infant/Child/Adult CPR & First Aid training or provide proof of certification.