

Job Description – In Home Aide



WHO WE ARE

Carolina Village Community Care is a home care agency for women. We provide short-term in-home support to help alleviate the stress and overwhelm women experience when managing their lives and homes after childbirth, when navigating an illness or health diagnosis, or recovering from surgery or hospitalization. We also provide long-term personal care assistance to seniors.

WHY WE DO WHAT WE DO

We do this work because we believe women deserve support, and we are passionate about creating space for women to care for themselves during seasons of change and transition in life.

POSITION OVERVIEW

Carolina Village Community Care is looking for an **In-home Aide** to provide support that is aligned to each client's plan of care ultimately helping us accomplish our mission and ensure each client has a superior experience with our agency. As an In Home Aide, you will work directly under the RN Service Supervisor and follow the instructions for the clients care written by the professional required for the services provided.

JOB RESPONSIBILITIES

- The **In-home Aide** will report directly to the RN Service Supervisor. In this role, it is critical to follow instructions for client care written by the RN Service Supervisor for the services provided and **document care provided**.
- Help with prescribed exercises which the client and in-home aide have been taught by an appropriate professional personnel.
- Provide or assist with personal care, including but not limited to bathing, care of mouth, skin and hair, eating, and toileting.
- Assist with ambulation and dressing.
- Assist with self-administration of medications which are ordered by a physician or other person authorized by state law to prescribe.
- Perform incidental household services, which are essential to the client's care at home.
- Observe and document changes in the client's condition, family situation or needs to the RN Service Supervisor.
- Document tasks completed each day worked and the hours in the AxisCare app.
- **NOTE: At moderate risk for exposure; see agency Exposure Control Plan**

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ABOUT YOU:

- You are observant and pay attention to details in your environment.
- You can anticipate problems and intervene before an issue escalates.
- You follow instructions thoroughly and completely.
- You take ownership - you know pointing fingers doesn't get you anywhere and you're always looking for the part you've played.
- You have exceptional written and verbal communication skills.
- You're able to take feedback and implement it and are also not afraid to provide valuable input when needed.
- You bring positive energy to your relationships and enjoy being a part of a team.
- You are passionate about caring for others and can display tremendous patience when supporting someone who is navigating a difficult change in their life.

REQUIRED QUALIFICATIONS + KNOWLEDGE

- High school diploma or GED (or in progress)
- Current Nurse Aide I or Nurse Aide II Registry required
- Related experience in the home care industry is preferred.
- Able to lift/transfer/move objects weighing up to 60 pounds alone with no assistance.
- CPR Certification (can be provided)
- Prior experience supporting a start-up small business is a plus.

COMPENSATION & DETAILS

This position is a **part-time position**. You will have flexibility to set your availability each month, and we will assign shifts to you with clients based on your availability. There is potential for you to become a full-time W2 employee if you desire after successfully completing the first 90 days.

- You will primarily work in clients homes throughout the Charlotte Metro area.
- You will report in-person to our office location in Matthews, NC once per month for required in-service training.
- You must submit your 30 day availability in our AxisCare mobile app by the 30th of each month
- Must have your own reliable transportation and valid car insurance.
- Starting rate is at \$17/hr

Upon becoming a full-time W-2 employee, you would receive the following benefits:

- 10 days annually of Paid Time Off
- Holiday pay at 1.5x standard pay
- Monthly benefit stipend