

job description

SNOEZELEN ROOM OPERATIONS ATTENDANT

Job Title:	Snoezelen Room Operations Attendant
Classification/Benchmark:	Community Support Worker
Grid Level:	10

Responsible To

The Snoezelen Room Operations Attendant shall report directly to either the Director of Community Services or Integrated Services Manager, as appropriate.

Job Summary

The Snoezelen Room Attendant provides ongoing orientation, training, and support to individuals and caregivers who are using the multi-sensory Snoezelen Room.

Responsibilities

1. Room Operation/Maintenance:

- Provides orientation for persons served and caregivers in order to create a worthwhile and successful session.
- Assists with scheduling and booking appointments.
- Completes daily/weekly/monthly cleaning and equipment maintenance tasks.
- Orders supplies and new equipment as needed and as determined in consultation with the Occupational Therapist (OT).

2. Administration:

- Ensures all persons served complete a Waiver of Responsibility.
- Assists persons served/caregivers in completing the pre and post checklist.
- Monitors fees paid by persons served and submits weekly reports to the Finance Department.

3. Promotion:

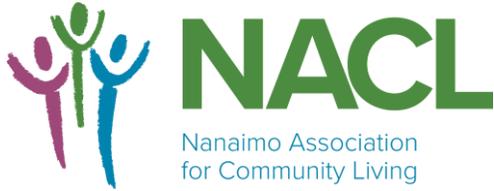
- Supervises the preparation of pamphlets, manual updates, media, and PR releases.
- Initiates community outreach.
- Presents training sessions for community groups on request.

Qualifications

- A background in the Human/Social Services field.
- Preferably a Community Support Worker certificate and related experience.
- A strong desire to promote the health and well-being for people with diversabilities.
- Must be organized and able to work independently.
- Must be able to work with a flexible work schedule.

Conditions of Employment

- Valid BC Driver's License.
- Criminal Record Search upon commencement of employment and every five (5) years thereafter, providing clearance to work with vulnerable persons.
- TB test with a negative result (per the Residential Care Regulation).
- Flu shot or preventative measures as mandated by the Ministry of Health – Community Care Licensing.



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- COVID-19 vaccinations as mandated by Public Health Order.
- Medical certificate (utilizing the *Attending Physician's Report* form) indicating good health, per the Residential Care Regulation.
- Current Ministry of Health recognized first aid certificate including CPR (which must be kept current while employed with NACL).

Reviewed

- May 2023 (with Labour/Management Committee)