

Job Description – Non-Medical Companion Care for Seniors

Place of Employment: Client homes, work sites outside of the client home as required and other work sites as required by **True Companion Care**.

Accountable to **True Companion Care**, Owner & Founder, Carol A. Gibson.

Job Summary: The Companion is a front line position acting as a representative of **True Companion Care** and providing the services offered by **True Companion Care**. The Companion duties are not limited to those listed as the position has a wide scope of duties at times dependent on the client and always under the auspices of **True Companion Care**. The Companion will mostly work independently of co-workers or supervisors and therefore must balance good judgment and initiative along with the policies of **True Companion Care**.

It should be noted that emphasis is for the Companion is to involve the client in the care program to help provide the client with the basic standards of healthy living as follows:

- Physical Activity
- Mental Stimulation
- Personal Contact
- Nutrition
- Relaxation
- Humor

Work Hours: This position may require various shifts at various times (including nights and weekends) in one or more work sites.

Duties: The following list of duties is a guideline of possible duties to be performed independently or as a group of duties in the course of working with the client. The Companion duties are not limited to those listed.

1. **Companionship**

One of the most important aspects of **True Companion Care** will be providing clients with a strong sense of self-esteem and independence. Taking a genuine interest in the client, their life and their environment will help create true sense of companionship. Whether it is playing a favorite board game or card game, reading, taking a stroll or visiting with friends and neighbors, companionship provides the depth of our services.

1. Light Housekeeping

3. Food Preparation

Grocery shopping, preparing menus and meals, cooking, baking, serving, assisting with eating, washing and drying dishes and general tidying up is included.

4. Transportation and Escort

A Companion may drive their car and transport a client to an appointment or errand if the Companion has written authorization from **True Companion Care** to do so. The Companion may also escort the client to appointments, or errands providing a helping hand or shoulder to lean on.

Qualifications:

1. Current certificate in standard first aid and CPR.
2. Valid driver's license and reliable transportation
3. Criminal background check
4. Tuberculosis test
5. Ability to work independently
6. Excellent communication and listening skills
7. Compassionate, patient and caring nature
8. Able to work in a stressful environment
9. Must be physically and mentally fit to handle the demands of care giving

General Notes:

The Companion will be required to maintain a safe working environment for themselves and their clients.

There may be emergency situations where the Companion will have to react quickly with sound judgment.

The scope of duties described in this document may not include all duties to be performed by the Companion and is subject to change.

Owner's Signature

Employee's Signature

Date

Date