



## UNION JOB DESCRIPTION

JD4504

<b>JOB TITLE:</b>	Onsite Activity Aide	<b>JOB DESCRIPTION NO.:</b>	4504
<b>CLASSIFICATION:</b>	Activity Worker II	<b>GRID/PAY LEVEL:</b>	F 22
<b>COLLECTIVE AGREEMENT:</b>	Facilities Subsector	<b>HSCIS NO.:</b>	15002
<b>UNION:</b>	HEU	<b>JOB/CLASS CODE:</b>	40663
<b>PROGRAM/DEPARTMENT:</b>	General Medicine-Clinical Operations	<b>BENCHMARKS (If Applicable):</b>	15002
<b>REPORTING TO:</b>	Manager or designate		
<b>FACILITY/SITE:</b>	Royal Jubilee Hospital		

### JOB SUMMARY:

In accordance with the Vision, Purpose, and Values, and strategic direction of the Vancouver Island Health Authority, patient safety is a priority and a responsibility shared by everyone at VIHA; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position.

Reporting to the Manager or designate and under the general supervision of the Clinical Nurse Leader or designate, the Onsite Activity Aide assists with the provision of activation and socialization programs for patients within a hospital setting.

### TYPICAL DUTIES AND RESPONSIBILITIES:

1. Facilitates, implements, leads or assists with established activity group and one to one programs and interventions, including: social, movement, craft/hobby, domestic, music, and special event activities as scheduled onsite.
2. Supports, encourages and facilitates patient participation in activity programs and interventions onsite.
3. Participates in onsite activity program and intervention evaluation on an on-going basis, formal and informal, according to established policies, procedures and guidelines.
4. Provides feedback and documentation to senior department staff by; overseeing patient activity programs and interventions; reporting on patient problems and changes; completing participation records, patient activity progress notes, and other assigned methods and through individual and departmental communication and meetings.
5. Reviews patient activity involvement and gives input and suggestions to overall individual holistic patient care plans.
6. Observes and reports problems and/or changes in patient abilities, emotional well-being and social behavior to the interdisciplinary team.
7. Sets up, organizes, maintains and cleans activity program and intervention work areas, equipment, supplies and resources, as required.
8. Maintains inventory of equipment, supplies and resources. Reports on equipment operation and problems to senior department staff.
9. Performs other related duties as assigned.

### QUALIFICATIONS:

## **Education, Training And Experience**

Grade 12 and completion of a recognized Activity Assistant Program or recognized recreational courses such as handicrafts, plus two (2) years of recent, related experience or an equivalent combination of education, training and experience.

## **Skills And Abilities**

- Ability to communicate effectively both verbally and in writing.
- Ability to deal with others effectively.
- Ability to organize work.
- Ability to teach.
- Physical ability to carry out the duties of the position.
- Ability to operate related equipment.