

**EXTERNAL JOB POSTING
WESTMINSTER VILLAGE
SEPTEMBER 11, 2019**

**POSITION: WELLNESS ASSISTANT
DEPARTMENT: WELLNESS
FLSA DESIGNATION: NON-EXEMPT
EMPLOYEE TYPE: PART TIME (40 HOURS PPP) TEMPORARY
UNION DESIGNATION: NON-ELIGIBLE**

SUMMARY

Assist the Wellness Director with the wellness program for Independent, Assisted and Skilled care residents. Areas of focus will be in program design, group class instruction and documenting in all areas of exercise, wellness and senior health.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assist director in providing and coordinating wellness and exercise routines with residents while complying with company policies.
- Ensure the safety and proper progression of residents participating in the wellness program.
- Maintain activity records for wellness program in order to track participation and plan for further wellness services.
- Teach resident group classes
- Work closely with therapy partners to coordinate resident's post rehabilitation.
- Maintain HIPAA standards in regard to all medical or healthcare information pertaining to residents and employees as confidential.
- Clean all areas of wellness center and equipment.
- Perform other duties as assigned

SKILLS, KNOWLEDGE AND ABILITIES

- Ability to comply with HIPPA guidelines and regulations.
- Knowledge in all areas of fitness, strength training, wellness programming, and human anatomy
- Possess a personal commitment to a healthy lifestyle
- Possess a positive attitude when dealing with all personality types
- Ability to professionally interact and work well with residents, family members of residents, fellow employees and therapy partners.
- Obtain and maintain CPR and First Aid or other needed certifications when requested.

QUALIFICATIONS

High school graduate and successful completion of college courses in the area of exercise science, health and wellness, sports medicine, or related areas

SELECTION PROCESS:

We will accept applications and resumes until the position is filled.