



Job Announcement—June 3, 2024

Program Specialist/ CNA, Iona's Wellness & Arts Adult Day Health Center

Iona is pleased to announce that we are hiring a full-time Program Specialist/Certified Nurse Aide for Iona's Wellness & Arts Center in Tenleytown, DC. This best-practice adult day health center serves older adults with dementia and/or physical challenges who can benefit from being a part of a warm and welcoming community and a robust day of programming and nursing support, allowing them to continue living at home while giving family members much needed respite.

Iona is a nonprofit organization that directly helps over 3,500 older adults and families each year with the challenges and opportunities of aging in the greater Washington D.C. area. Since 1975, we have educated, advocated, and provided community-based programs and services to help people age well and live well. Iona's suite of services includes Adult Day Health, Consultation, Care Management and Counseling, Support Groups, Food and Nutrition services, Information and Referral and more. For more information about Iona, please visit www.iona.org.

Iona is a warm and collegial workplace that promotes excellence in client services and is committed to diversity, inclusion, and the professional growth of employees.

SUMMARY:

Under the direct supervision of the Program Manager, the Program Specialist is responsible for facilitating group and individual activity programs for individuals with various physical and cognitive abilities (Alzheimer's, Stroke, Intellectual Disabilities, etc.), assisting with Activities of Daily Living (ADLs), personal care, and rehabilitative services, and assisting with dining services.

RESPONSIBILITIES:

The Program Specialist is responsible for assisting participants with Activities of Daily Living, planning, and implementing person-centered and life-enriching activities, promoting community awareness of Iona and other community resources.

Direct Service

- Lead and/or assist with activities in coordination with program staff to maximize participant involvement.
- Provide reminders, supervision, or hands on assistance with Activities of Daily Living (toileting, eating, mobility,).
- Serve as morning and/or afternoon bus escort for Capital City Limousine when assigned transportation and outings.
- Operate van in safe and courteous manner. Complies with transportation policies and procedures. Communicate with Center Manager for any repairs needed for the van.
- Report any changes in participants' health status to Clinical Nurse Manager.
- Other duties as assigned.

Collaboration with other staff

- Develop and sustain daily programming geared towards individuals with varying physical and cognitive abilities.
- Work cooperatively with staff and volunteers in providing daily programming (individual or group).
- Working with the Social Worker, coordinate day to day transportation for the participants when assigned to transportation for the day.
- Assist with the operations of dining services. This includes, but not limited to:
- Check refrigerator for labels and expired item.
- Receive food delivery from caterer, checking order is complete and temperatures are taken. If any discrepancies communicate details with Program Manager.
- Serving, clearing tables, washing dishes, etc. Maintain cleanliness of program areas, program office, kitchen, and supplies.
- Participate in team and educational conferences, staff meetings, and organizational meetings and programs.
- Maintains safety and minimizes potential risks for participants by following standards of practice in healthcare (i.e., food safety, safe transfers)

REQUIREMENTS:

- Certified Nurse Assistant in the District of Columbia preferred.
- 1-3 years' experience working as a nursing assistant with geriatric population preferred.
- Warm and welcoming personality
- Ability to communicate and establish effective relationships with W&A staff and managers, participants, caregivers, and volunteers.
- Patient, tolerant and kind
- Must enjoy working with seniors.
- Ability to lead activities for varying cognitive levels.
- Punctual and reliable
- Computer Literacy and basic knowledge of Microsoft Office, including Outlook, Word, and PowerPoint
- Able to lift 10-15 pounds.
- Initial and annual chest X-ray/PPD
- CPR and First Aid certification.
- Ability to speak Spanish a plus but not required.
- Fully COVID -19 Vaccinated

****To apply:** Please send a resume and cover letter to personnel@iona.org.**

Iona Senior Services, an equal opportunity employer, is committed to diversity within its staff, and encourages applications from all qualified candidates.