



Mount Angel Abbey Job Description

JOB TITLE: Caregiver or CNA

General Summary:

Caregiver for aged and infirmed monks, providing assistance with activities of daily living and basic nursing duties.

Essential Functions:

- Periodic evaluation of quality of life of monks in Infirmary's care
- Maintain and supervise cleanliness of unit
- Maintain and supervise medical records in unit, reporting patient progress to Infirmarian
- Oversee and manage daily intake of medications and current prescriptions for patients
- Evaluate and take proactive approach to quality of life/activities of daily life of patients
- Maintain personal hygiene of patients

Training/Skills Required:

- Must be male as this role is inside the monastery
- Experience as a caregiver preferred but not required
- No certification required for caregiver; CNA must have documentation of current state approved CNA certification
- Current CPR certification required for both positions
- Performs physical tasks including heavy lifting, bending and prolonged standing
- Knowledge of HIPPA regulations as related to sharing of patient information
- Ability to read, write and understand English
- Good time management, communication, customer service and interpersonal skills
- Valid driver's license, acceptable driving record and proof of current vehicle insurance
- Capable of pushing up to 200 pounds, lifting up to 100 pounds and carrying up to 50 pounds regularly throughout workday
- Able to work with cleaning chemicals and bio hazardous materials
- Able to communicate effectively with staff, physicians, patients and family members
- High level of confidentiality and discretion
- The ability to respond appropriately in stressful situations
- Regular and predictable attendance is an essential function of the job

The above statements are intended to describe the general nature and level of work being performed by associates assigned to this job classification. The statements are not intended to be an exhaustive list of all responsibilities, duties and skills required of associates so classified. All associates may be required to perform duties outside of their normal responsibilities, as needed.