



POSITION DESCRIPTION

Position Title	Lifestyle Support Officer
Current Incumbent	
Department/Function	Aged Care
Location	Trinder Park
Reports To (<i>Position</i>)	<i>Lifestyle Manager</i>
Positions Reporting to this Position	Nil
Effective Date (of PD)	Oct 2018

Main Purpose/ Primary Objective	Implement services to residents which address their social, recreational, behavioural and intellectual needs. Ensure the lifestyle programs continue to not only meet the needs of our current and future residents. Ensure that there is sufficient focus on resident enablement rather than service enablement.
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Key Accountabilities/Key Result Area
<p>Within the policies established by Lutheran Services and working in collaboration with relevant managers and employees, the occupant of this position will:</p> <ul style="list-style-type: none">• Identify, develop, implement, coordinate and evaluate a variety of activity programs that meet• Identified and specialized needs for residents of Trinder Park Aged Care whilst respecting and maintaining resident's privacy, dignity, rights and confidentiality;• Encourage and assist residents to participate in a variety of activities both within Trinder Park and at external venues respecting and facilitating where possible their desire for independence;• Plan, execute and evaluate new, innovative and ongoing programs designed to challenge, stimulate and enable growth for residents;• Ensure appropriate assessment and evaluation documentation are completed including progress notes and care planning;• Facilitate active participation in planning and implementation of programs by residents and their families;• Support and direct volunteers who work within the Lifestyle program; and• Work cooperatively within the Trinder Park Aged Care care team.



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Key Relationships/ Interactions	<p>The Lifestyle Support Officer reports to the Lifestyle Manager, who is also located at Woodridge. This position has no direct or indirect reports.</p>
Position Requirements (Knowledge and Experience)	<p>The incumbent will possess a minimum Diploma in Leisure & Lifestyle/Health (with additional qualifications desirable), as well as experience in the provision of lifestyle programs within an Aged Care setting. They should also be comfortable working in an aged care environment where resident needs dictate the programs.</p> <p>The incumbent must be able to work on a wide range of simultaneous tasks as well as work under the further accountabilities below:</p> <ul style="list-style-type: none">• Work within Trinder Park's mission statement, philosophy and objectives.• Follow Trinder Park's protocols, policies and procedures.• Follow directives from the Lifestyle Manager, Care Manager and General Manager• Participate in all mandatory training and training set down in the individual professional development plan.• Follow Trinder Park's safe work practice, especially manual handling techniques.• Comply with all regulatory requirements that affect our duty of care especially WH&S, fire, harassment, infection control.• Maintain resident's rights, privacy and confidentiality.• Participate in and contribute to quality improvement activities (i.e. audits, meetings). <p>Maintenance of an Australian Driver's C Class Licence and Positive Federal Police check is essential. The incumbent will be required to provide medical information relevant to this position by submitting to a pre-employment medical and be deemed fit by Lutheran Service</p>



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Culture	<p>At Lutheran Services we promote a culture that supports high and ethical performance. Our leadership team, believes a high performance culture that is characterised by:</p> <ul style="list-style-type: none">▪ a learning and growing environment▪ a high achievement orientation▪ a sharing environment - information, resources, ideas and goodwill▪ commitment to being the best we can be▪ humility, fairness and openness in how we go about our work. <p>All within the context of acting in the best interests of Lutheran Services, and working in accordance with our Values.</p>
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Prepared By	<i>Date</i>	/	/
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We certify that the content of this position description is accurate:

Incumbent's Signature	<i>Date</i>	/	/
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Manager's Signature	<i>Date</i>	/	/
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