

ESSENTIAL DUTIES:

- ✓ Models a service and solutions-oriented attitude towards others, takes ownership in solving problems and takes the initiative to make things better, is friendly and courteous to residents, patients and co- workers
- ✓ Ensure residents/patient, visitor, and co-workers safety by remaining aware of and reporting any new or existing safety hazards
- ✓ Maintain good attendance record

Worship:

- ✓ Will prepare for and lead three Sunday morning (30 minute) worship services in the Healthcare Unit and Transitional Rehabilitation Center.

Pastoral Care:

- ✓ Is available to provide spiritual guidance to residents and families in the Healthcare Unit and the Transitional Rehabilitation Center.
- ✓ Will share in advocating for and maintaining contact with residents when they are hospitalized, making regular visits, as well as following up on hospital stays

Accepts other duties: as assigned by the Minister of Spiritual Life

PHYSICAL DEMANDS: see separate page

The purpose of Presbyterian Communities and Services job descriptions is to describe the basic function, major responsibilities/tasks and essential functions of each job so that employees can better know what is expected of them. The descriptions also provide information useful for recruiting, training and performance appraisal. The document does not create an appointment contract, nor does it modify the at- will employment status of all employees. The job description is not meant to inhibit employee creativity or innovation. The description will be revised as job responsibilities change materially.

APPLICANT DECLARATION:

I have received and understood the qualifications, essential duties and physical demands stated in this job description.

Name (print)	Signature	Date
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