



Creating a more human society where people with and without intellectual disabilities share life together.

Assistant Role Description

L'Arche GWDC provides homes, residential services, and places of belonging for adults with intellectual disabilities (core members) in the context of an intentional, inter-denominational Christian community. An assistant should have the desire and capacity to learn from and relate to core members. The goal of an assistant is to support the mission of L'Arche to "reveal the gifts of people with intellectual disabilities through mutually transforming relationships."

Reports to: Service Team Leader

Qualifications:

- Desire to work with, to learn from, and to relate to people with intellectual disabilities
- Desire to work in an interdenominational Christian community
- Independence, initiative and maturity as demonstrated by:
 - Ability to share responsibility for managing a home
 - Ability to work cooperatively and constructively as part of a team
 - Ability to take responsibility for health and safety of others
 - Ability to work with diverse individuals
- Trustworthy and responsible
- Sturdy emotional disposition
- Creativity, flexibility, attention to detail, and ability to organize time
- Ability to learn about intellectual disabilities, mental health, health disorders, and related physical conditions and treatment approaches
- Ability to learn and implement simple nursing care, first aid skills, behavior management strategies, personal and environmental hygiene, etc.
- Ability to learn and complete online and paper documentation
- Physically able to fulfill direct care responsibilities; including ability to transfer adults from wheelchairs to vehicles, beds, etc. and to lift wheelchairs into and out of vehicles
- Ability to commit for minimum of one year
- Strong verbal and written English communication skills
- Satisfactory criminal background check
- Non-usage of illegal drugs on or off the job
- Spanish proficiency highly desirable
- 18 years of age or older
- High School diploma or equivalent; college education preferred
- Health certification permitting assumption of role
- Proof of U.S. citizenship or visa status permitting employment in the U.S.
- Valid driver's license and ability to drive comfortably in the city preferred

Duties and Responsibilities:

- To build a relationship of mutual care and support with persons with disabilities
- To observe the rights and personal dignity of others
- To foster a home life of unity, mutual respect, and participation by all members
- To learn and implement the policies and procedures of L'Arche
- To provide direct care supports, training, assistance and supervision for, and empower core people in:



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- Personal care needs (clothing, hygiene, eating, etc.), money management, medical care, appointments, family and work connections, household chores, laundry, medications, meal preparation, transportation
- Achieving personal goals and performing programmatic activities as noted in core person plans and adequately documenting all necessary information,
- Communicating and self-advocating effectively with doctors and other professionals
- To participate on a team, including sharing responsibility for:
 - Household and yard maintenance, cleaning, property upkeep, shopping, and household financial management
 - Scheduled routines
 - Regularly scheduled meetings
 - Overnight awake routines as needed
- To complete all required training in a timely manner
- To complete all required paperwork and records in a timely manner
- To communicate and advocate effectively with doctors and other professionals
- To accompany core people on vacations and community trips when needed
- To undertake other duties as needed

L'Arche Greater Washington DC is an Equal Opportunity Employer.