

## **BestCare Treatment Services**

### **Position Description**

<b>Position Title:</b>	Residential Aide
<b>Program:</b>	Residential Treatment Program
<b>Program Location:</b>	Redmond, Oregon
<b>Supervisor:</b>	Program Director, Residential & Detox Supervisor
<b>Employment Status:</b>	Full Time Regular
<b>FLSA Classification :</b>	Non-Exempt
<b>Wage/Salary :</b>	Competitive, DOE

---

**Job Summary:** Primary duties include working clients and staff at our Residential programs to provide support and assistance services. Advocates for excellent patient care within BestCare Treatment Services Residential facility.

#### **Essential Functions:**

- Work closely with other staff as a member of a treatment team
- Complete initial intakes as requested by Intake Coordinator
- Maintain cleanliness of the medication and all work areas
- Work with the treatment team to maintain a healthy treatment environment.
- Ensure the safety of clients by making rounds for bed checks and being aware of client locations at all times.
- Maintain accurate and confidential documentation in client files
- Answer phones and complete filing
- Transport residents to medical appointments, self-help groups, etc.
- Perform cleaning duties as assigned.
- Other duties as assigned by the Program Supervisor or Director

#### **Minimum and Preferred Requirements:**

- High School Diploma and or GED.
- Prefer training, or knowledge and or experience demonstrating competence in the treatment of the disease of addiction, including the management of withdrawal; client evaluations; motivational counseling techniques; and the taking and recording of vital signs.
- Current Oregon Driver's license and be able to obtain approval through our BestCare Driver's clearance process.
- CPR and or First Aid certification, or the ability to obtain within six weeks of employment.
- For individuals recovering from the disease of alcoholism and or from other drug addiction, they must have maintained continuous sobriety for the immediate past two years at the time of hire.
- Bi-lingual preferred.

#### **Work Environment and Physical Requirements:**

The physical demands described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing this job, the employee is regularly required to reach with hands and arms. The employee is frequently required to stand, walk, and use hands to handle, feel or operate objects or controls. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch or crawl, and talk and hear. The employee must occasionally lift and/or move up to twenty (20) pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Tools and Equipment used are representative of Blood pressure machines, digital and manual, computer, fax machine, copy machine and telephone. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The position requires the employee to dress in a professional manner that meets the standards for professional employees in Central Oregon.

**To Apply:**

Please complete an application using the link below along with a cover letter, resume, personal email address for communications and contact information for three supervisory references.

[Application for Employment – BestCare \(bestcaretreatment.org\)](http://bestcaretreatment.org)