

# Life Guide

**COMPASS, LLC (based in Redding)**



**Hours: Part-time and Full-time positions Available!**

**Wages: \$11.25 - \$13.00 per hour**

**Benefits: Health, dental, vision, retirement 401(k)**

**Costco membership provided after specific time on the job**

**Positions are located in Tehama County**

Compass helps adults with developmental disabilities live independently in their own home through supported and independent living services. Their staff walk beside their clients offering education on choices and life skills, or companionship and personal care. Their service empowers their clients to make decisions about how and where they live their lives. Compass services many counties, including Tehama.

## **Job Description:**

- Perform duties that include mentoring, teaching or direct provision of personal care, meal planning and preparation, feeding, restroom assistance, protective supervision, housekeeping, laundry, grocery shopping, medication assistance, training and habilitation, behavioral support and assistance with transportation or recreational activities and other personal care services outlined in the Client Orientation Checklist
- Assist individuals supported to understand and express their rights and responsibilities and advocate on their behalf when appropriate
- Research, develop, and maintain information to encourage community membership for the client and provide support during activities in the community
- Assist in managing client budget/spending/finances
- Maintain a working knowledge of client needs and duties necessary to assist them to meet and maintain their health, safety and well-being including prescribed exercises, and scheduling generic travel arrangements
- Ensure that client takes self-administered medication
- Attend and advocate at medical and non-medical appointments as directed by the CF or LG Pro
- Support and guide the client in the choices they make regarding mobility, community access, learning new skills, scheduling, and requested job duties; assist with planning and/or finding activities that lead to community involvement and the development of a circle of support; provide companionship, guidance and supervision during such activities as outlined in the ISP
- Perform all duties as specified by the client, the supervisor and as detailed in the I.S.P. and the Client Orientation Checklist
- May provide companionship during regular activities around the home such as sharing meal times and evening relaxation times.
- Look for ways to improve and promote quality of life for the individual

## **Qualifications and Requirements:**

### **1. Education and Experience:**

- a. All new team members are Life Guide Trainee's (LGT) until completion of Compass Foundations.
- b. High School Diploma or equivalent
- c. One Year Experience providing care in a human service field, preferably experience with persons with developmental disabilities, one year work experience in related field  
OR
- d. One year vocational school or college course work in human service field

## **2. Transportation:**

- a. Valid California driver's license
  - i. Must have 3 years driving experience (outside of California or the USA qualifies)
- b. Clean driving record (DMV printout is required)
  - i. No major violations in last five (5) years (DUI, reckless driving, hit & run, excessive speed, etc.)
  - ii. No more than 3 minor moving violations and accidents in last three (3) years
- c. Current vehicle registration and use of a safe vehicle in good running condition during shift hours
- d. Valid automobile insurance for that vehicle and all passengers

## **3. Required Knowledge, Skills and Abilities:**

- a. Knowledge of First Aid skills including CPR and home safety
- b. General knowledge of mental health
- c. Knowledge of personal healthcare practices and principles
- d. Knowledge of the elements of nutrition and meal planning
- e. Basic math skills to assist with budgeting and support of client need
- f. Knowledge of developmental disabilities and accompanying behaviors
- g. Knowledge of vulnerable adult reporting laws
- h. Skill in using appropriate lifting and transfer methods with clients
- i. Ability to accept and adapt to varying life styles and home environments
- j. Ability to follow oral and written directions
- k. Ability to retain confidentiality of home conditions and situations
- l. Ability to communicate effectively orally and in writing
- m. Ability to work under stressful conditions and to remain calm and objective
- n. Ability to establish and maintain effective working relationships with clients and co-workers

## **4. Other:**

- a. Tuberculosis clearance screen
- b. Current CPR and First Aid certification
- c. Pass criminal background check through fingerprint clearance
- d. Pass Pre-Employment Drug Screen
- e. The willingness and ability to perform all the essential functions of the job Life Guide I (LGI) 2
- f. The ability to work collaboratively with clients and co-workers and support team
- g. An employment record of punctuality, good work attendance and reliability
- h. You must provide an I-9, proof eligibility to work in the US

## **5. Employment will be contingent upon passing drug and/or alcohol screen, and delivery**

**To apply:** Email resume and Standard Application to Tyler Cote at [TCote@compasscares.com](mailto:TCote@compasscares.com), or come in person to the Redding location at 1020 Market Street.