



Lunalilo Home  
JOB ANNOUNCEMENT

## ON CALL PROGRAM RECREATIONAL SPECIALIST

Lunalilo Home and Adult Day Care offers diverse opportunities for those interested in using their skills and experience to serve *kūpuna* (elders) and to make a difference in the lives of others by providing compassionate, quality care.

We are a not-for-profit senior services organization focused on emphasizing our guiding principles of *aloha* (love, compassion), *mālama* (caring), *laulima* (cooperation), *hō‘ihi* (respect), *ho‘omanawanui* (patience), *lokomaiika‘i* (generosity) and *pono* (doing what is right) in all that we do. We seek diligent professionals who embrace these values to celebrate, perpetuate and advance the legacy of King Lunalilo to broader reaches and to greater impacts in our communities.

We seek a **Program Recreational Specialist** for an on-call position at our Adult Day Care center which is open six days a week excluding holidays.

### **JOB FUNCTIONS:**

Assists in planning, organizing and directing therapeutic exercise and recreation programs to effect improvement in the physical, mental and social well-being of clients.

### **DUTIES AND RESPONSIBILITIES:**

- Assists in planning, organizing and directing therapeutic exercise and recreation programs to include such activities as games, music, arts and crafts, gardening, parties, excursions, special events and cultural activities.
- Conducts group and individual recreation activities according to client’s needs, capabilities, and interest.
- Demonstrates simple meal preparation to promote an independent lifestyle and healthy eating.
- Leads daily exercise programs ranging from one to one walking, fall prevention and routine sit down exercise sessions.
- Plans and conducts mental stimulation programs for memory support.
- Monitors calendar activities throughout the day; assures timetables and planned activities are executed; provides suggestions for scheduling activities and events.
- Prepares for activities by assembling supplies, furniture, and equipment needed for each activity (i.e., tables, chairs, etc.); and returns equipment to storage and/or its original location after the completion of activity.
- Assists with close supervision, wandering prevention and assures safe, secure environment.
- Performs driving duties and assists with transporting and caring for clients on field trips.
- Maintains and reviews daily logs of the Center and the client’s activities. Properly secures all reports and forms that include clients’ histories, incident reports, progress notes, etc.
- Performs other related duties and services that support the mission of the organization.

### **QUALIFICATIONS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The person should also have common sense and the capacity to think quickly and respond to emergency situations. Work experience in geriatric or long-term care setting is desirable. Program Recreational Specialist should also be able to read, write, speak and communicate effectively in English.

**CERTIFICATES, LICENSES, REGISTRATIONS:**

Must meet all state health and human services regulations, including annual physician exam, 2-step TB clearance and annual clearance thereafter, criminal background check including fingerprinting and APS clearance.

First Aid and CPR certifications are required.

Valid driver's license with clean driving abstract is preferred.

Must meet I-9 employment eligibility requirements.

Lunalilo Home is an Equal Opportunity Employer and does not discriminate against applicants and especially with regard to race, ethnicity, gender, sexual preference, veteran status, or on the basis of disability or any other federal, state, or locally protected class.

Interested applicants please send resume and reply to this posting addressed to the attention of:

**Office & Development Manager**

**Lunalilo Home**

**501 Kekauluohi Street**

**Honolulu, HI 96825**

**808-395-1000 ext. 223**

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