

HumanGood is looking for a Assisted Living Manager in Yakima, WA.

HumanGood offers competitive pay and phenomenal benefits. Eligible positions start with 19 paid days off, plus eight holidays, a company-matching 401(k) and health plans that give you cash to use for those unexpected health issues.

HumanGood is recognized and certified as a “Great Place to Work” by the Great Place to Work Institute, who reviewed our programs and polled our team members. You can see our certification and detailed results on their website at:

<https://www.greatplacetowork.com/certified-company/7012817>

Come see what HumanGood, the largest nonprofit owner/operator of senior living communities in California, and one of the largest of its kind in the nation, has to offer.

GENERAL STATEMENT OF POSITION Under general supervision, the Manager of Assisted Living directly manages the Assisted Living team and serves as a member of the community’s leadership team. The AL Manager carries out supervisory responsibilities in accordance with policies and applicable laws. Responsibilities include interviewing, hiring, and training associates; planning, assigning, and directing work; appraising performance; rewarding, coaching and disciplining associates; addressing complaints and resolving problems. Assists with marketing of the accommodations and services to prospective residents and families. Develop, monitor, and adjust work schedules to ensure adequate staffing to meet service standards and budget, conduct routine rounds of the community, participate in initial and ongoing resident assessments to help identify needs and changes in condition, assist in the development of the Resident Service Plan, participate in regular resident and family meetings, and help conduct new hire training and monthly in-service trainings. As a representative and team member of HumanGood, this position is expected to present oneself in a manner that reflects professionalism and ensures resident satisfaction.

ESSENTIAL FUNCTIONS The following duties are normal for this position. These are not exclusive or all-inclusive. Other duties may be required and assigned.

Work Duties •

- Supervises and directs Assisted Living team in the provision of health, emotional, social and spiritual care for residents;
- Promotes team development and motivation, supervises and monitors the work of RAs, Nurses and other AL personnel, including recruiting, hiring, appraising and planning work, maintaining standards, acting on employee problems, recommending discipline or promotion as necessary;
- Responsible for completing required initial and annual assessments, identify change of condition and assessment, directs care planning and ongoing monitoring of residents per state regulations;
- Maintains communication with resident, doctors, laboratory, pharmacy, and resident's family concerning resident care;
- Maintains resident records with appropriate medical documentation, physician orders, faxes, care plans, contact information, care directives, etc;

- Oversees resident activities and programming are provided for Assisted Living residents to assure that resident needs as well as regulatory requirements are being met;
- Assesses, reports, and deals with unusual symptoms/emergencies of residents;
- Coordinates planned move in and move out of residents;
- Addresses safety hazards in residents' apartments and monitors and provides safety instruction for residents;
- Monitors emergency call system and ensures proficient system for response;
- Monitors and provides safety instruction for residents such as fire drills, etc.;
- Conducts work tasks safely and in compliance with the facility safety program;
- Provides effective and courteous service to all residents, guests and co-workers;
- Answers telephones and assists visitors; •Initiates and leads team meetings and trainings on a regular basis;
- Promotes and protects the rights of each resident;
- Performs other related essential duties as required. Supervision/Leadership
- Lead staff to achieve community, function and company performance goals.
- Ensure quality recruiting, hiring, development and retention practices consistent with company procedures and standards.
- Assign, review, plan and coordinate the work of other team members.
- Delegate and oversee results of delegated work to staff.
- Recommend and approve the discipline, dismissal, transfer or promotion of team members.
- Assess the work of team members and write performance appraisals.
- Administer pay, rewards and recognition within company guidelines that support individual and team performance toward achieving goals.
 - Analyze problems that arise in the areas under supervision and implement solutions.
- Effectively communicate in all written and verbal forms of communication.
- Create an environment for staff that honors, respects and values their opinions and suggestions; demonstrate fair treatment and ethical business practices; support staff development and reward achievement.