



The Phyllis Siperstein Tamarisk Assisted Living Residence: Director of Resident Care

Position Type: Full-time position

Basic function: Our Director of Resident Care develops and manages a comprehensive care program for all residents of the community, including assisted living residents as well as those in need of memory support assisted living.

Primary job responsibilities include:

- Hire, train, inspire and direct all clinical staff, including Nurses, CNAs and CMTs. Oversee staff scheduling to ensure quality care, timesheet review and submission, and employee performance reviews.
- Provide training, supervision, monitoring of staff as they provide personal care, medication management, and other health related services.
- Ensure compliance with all state regulations governing Assisted Living and Memory Support as well as Tamarisk's internal policies and procedures.
- Complete an initial assessment on all potential residents to ensure assisted living is the appropriate level of care and develops initial plan of care.
- Reassess health, functional and psychosocial status of residents, updating individualized service plans, proactively managing care and services for each resident, and maximizing the resident's opportunity to remain in the assisted living or memory support environment.
- Ensure that residents' care needs are met by coordinating with community professionals, including physicians, discharge planners, nurses, home health agency staff, case managers, and state agency personnel.
- Communicate regularly with residents' designated caregivers regarding health care needs. Provide instruction and reassurance for residents and caregivers in maintaining health and managing medical conditions.
- Proactively work with the Executive Director to manage residents with complex needs. Assist in assessing urgent problems and advise, support, and troubleshoot with the Executive Director in response to changing health concerns.
- Oversee documentation of all resident care, ensuring that resident records are completed in a timely manner and information and tracking/documentation systems are fully utilized and in compliance with all applicable laws and regulations.
- Support tours of Tamarisk as needed for prospective residents and families
- With input from the Executive Director, develop departmental budget. Manage operations within department approved budget.
- Maintain the confidentiality of all resident and staff information and adhere to Tamarisk's Confidentiality Policy.
- Participate in regular Tamarisk management meetings.

- Serve as an ambassador for Tamarisk within and outside the community to promote awareness and recognition of assisted living and memory care services, and the high quality of life offered to residents.
- Direct all quality-of-care initiatives, including safety committee, QA/QI meetings and tracking and initiative including periodic audits and plans to address areas of concern or opportunity.
- Perform additional duties as assigned by the Executive Director.

Other

- Maintains flexible work schedule and availability to work evenings and weekends as necessary.
- Demonstrates cultural competence.

Statement of Authority: Director of Resident Care is responsible, in conjunction with the Renaissance Coordinator, for the onboarding, training, and supervision of all clinical staff in both Assisted Living and Memory Support.

Statement of Relation: The position reports to the Executive Director of Tamarisk

Qualifications:

- Valid RN license in the state of Rhode Island
- Three years' experience in a supervisory capacity in a health care setting
- Experience caring for residents with dementia preferred
- Experience working in an assisted living/personal care setting strongly preferred
- Possess track record of strong family communication and customer service skills.
- Ability to communicate with residents and staff in a courteous and diplomatic manner in all circumstances.
- Must be able to manage high levels of stress by employing stress reduction strategies for self and staff.
- Must be proficient in Microsoft Office applications.
- Must have valid driver's license and personal transportation.

Company Overview: The Phyllis Siperstein Tamarisk Assisted Living Residence, a community of JCS, is a small, tightly knit community conveniently located in the heart of Warwick, minutes from the Warwick Mall. Licensed by the Rhode Island Department of Health for 81 total residents within our assisted living and memory support neighborhoods. One of our major goals is to employ with care, making sure all staff are treated with the same dignity and respect as our residents. EOE

Our Staff: Tamarisk Assisted Living Residence is an Equal Opportunity Employer that pledges to not discriminate against employees based on race, color, religion, sex, national origin, age, disability, or genetic information. All employees are entitled to our health benefits package and pension plan.

Our Culture: We welcome staff from diverse backgrounds, JCS is guided by Jewish culture and values (which resonate with many who do not identify as Jewish - compassion, service, respect, and inclusiveness are examples of the values we live by). We offer challenging and exciting work in a supportive team environment. This creates an empowering and positive atmosphere. If you are committed to the field, cultural diversity, and value collegial and collaborative work environments, then we encourage you to apply. EOE

Please send a cover letter and resume to: careers@jfsri.org