



Activities Team Member

Job Title: Activities Team Member

Ministerial Designation: Minister of Religion-exempt

Department: Christian Science Nursing

Reports To: Co-Director of Christian Science Nursing Department

Prepared Date: October 2024

Summary: Participates in the mission and ministry of Tenacre working with the Activities Coordinator and the Christian Science nursing staff to provide activities and support for all Christian Science nursing guests.

Competencies

To perform this job successfully, an individual should be progressively demonstrating his or her knowledge of the practice of Christian Science as outlined in the Church Manual of The First Church of Christ, Scientist, in Boston, Massachusetts by Mary Baker Eddy. Additional competencies include:

Servant Leadership and Teamwork: Supports the camaraderie and unity among all staff and within the Christian Science Nursing Activities team; maintains trust and respect for one another's ministry; takes actions that demonstrate an unselfed approach; is comfortable being part of a vibrant diverse community and easily interacts with people from all corners of the globe.

Communication Skills: Communicates and responds to others (one-on-one or with a group) in a non-hierarchical manner with warmth, respect, empathy, and patience; conversation reflects the highest Biblical standard; replies to inquiries and completes requests, both on a timely basis; follows up appropriately on requests made by others; is comfortable addressing groups of people.

Teaching Skills: Is able to give instructions that are easy to follow.

Technology – Proficient in use of Microsoft Office; ability to use computers, tablets, iPads, TVs and their remote controls in the Christian Science nursing settings.

Artistic and Creative Ability: Exemplifies skills in cooking, art, music, sewing, woodworking, or home crafts such as photography, painting, sketching, pressing flowers, clay sculpture, card-making, or paper crafts; is creative and imaginative.

Ethics: Acts and speaks in a manner consistent with the highest ethics and integrity and ethically upholds organizational values; inspires the trust of others; maintains confidentiality; demonstrates respect for all; keeps commitments; respects lawful and ethical standards.

Quality Management: Demonstrates accuracy, thoroughness, orderliness, and attention to detail; has skills in project management and planning events.

Judgment: Gets questions answered from appropriate sources; is flexible and adaptable to new priorities and ideas, uses initiative appropriately.

Apply Functional Knowledge: Obtains appropriate level of professional skill and knowledge to keep up with current developments in relevant areas. Learns this information and these skills quickly.

Nursing Qualities: Naturally caring and nurturing nature; patient, cheerful, humorous, enthusiastic; loves guests and staff alike; is cooperative and humble.

Essential Duties and Responsibilities: (Other duties may be assigned)

- Works with the Activities Coordinator and the Christian Science nurse by providing inspirational and enrichment activities for all Christian Science nursing guests
- Maintains a warm and inviting atmosphere that welcomes guest participation
- Transports guests with mobility challenges to and from activities, drives Tenacre carts, pushes wheelchairs, assists those using walkers or canes
- Facilitates planned group activities; reads aloud to guests individually, or in groups; supports normalcy in daily living
- Agreeable to a flexible working schedule to cover programs taking place each day of the week (perhaps in the evenings) with the other team members.
- Offers ideas for activities programs; might work independently to take responsibility for specific events; gathers all material and completes all preparations needed
- Monitors appropriateness of materials, movies, conversation, etc. and takes responsibility for maintaining an uplifting tone consistent with the theology of Christian Science
- Gets to know guests and responds to them in loving, cheerful, approachable and appropriate ways
- Ably reads to others
- Attends yearly training for safe use of carts and other Tenacre vehicles for guest outings
- Complies with local traffic regulations; maintains clean driving record
- Can assist guests into and out of vehicles, maintains calm and poise
- Does general filing of information that is orderly and easy for other team members to locate
- Thoroughly researches possible sites (on and off property) to visit as well as vendors to use
- Leads Bible study in any of the Christian Science nursing settings
- Responds promptly to inquiries, including text messages, emails, voicemails, and phone calls

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty as stated above satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience:

- Member of The First Church of Christ, Scientist in Boston, Massachusetts
- Demonstrated ability to read, write and speak English – all of which are understandable by guests and staff
- Piano player preferred, or any other musical instrument
- Christian Science nursing experience preferred, but not required.
- Christian Science Nursing Assistant (CSNA) course or comparable experience/classes; a willingness to take the CSNA course, if not taken previously