

**NATIVE VILLAGE OF BARROW
JOB VACANCY ANNOUNCEMENT**

Open Date: 7-20-2009	Closing Date: On-going	Job Location: Barrow	
Job Title: On-call Home Maker		Job Start Date:	
Organization Name: Native Village of Barrow		Wage/Salary Range: \$ DOE	
Regular: Yes	Temporary: No	Approximate Duration of Job:	
Rotation Schedule:			
General Duties:	This job is to relieve the actual caregivers of the elders at their home. There is specific requirements for Homemakers to be properly noted.		
Duties and Responsibilities:	<ol style="list-style-type: none"> 1) A Home Maker is a person who helps elders and people with disabilities who have chronic, stable medical conditions that limit their ability to live independently. 2) Home Maker Attendants usually provide care at the home of the client they are working for. Home Makers may work in assisted living homes. 3) Home Makers can receive reimbursement from Medicaid for providing assistance for daily activities such as meal preparation, assistance with dressing, shopping, grooming, bathing and some light house cleaning. Many family members are already providing these services for their relatives. If the relative qualifies for Medicaid those family members could be hired as Home Makers and receive reimbursement and additional support from Medicaid. 		
Certification(s)/License(s) Required:		Driver's License	
<ol style="list-style-type: none"> 1) High School Graduate or Equivalent to GED and/or Experience from properly documented Prior Learned Activity. 2) Training consists of a 40 or 75 hour course that is approved by the State of Alaska or certificate for Home Maker Attendant. The course is recommended for Home Maker working in the consumer based program. It provides skills for better care for the client and easier, safer, more efficient ways to give care for the Home Maker. Or equivalent documentation of training needs for elders. 			
Knowledge, Skills and Qualifications:			
<ol style="list-style-type: none"> 1. The Home Maker is hired and supervised by the client. The client or the client's family negotiates with the Home Maker as to the work hours and other employment conditions. An agency that is recognized and certificated by the State of Alaska evaluates and oversees the care and advised the client. The evaluation that the agency does not determine what services the client needs and what Medicaid will reimburse. 2. The most important qualifications are compassion, honesty, dependability, patience and the ability to maintain confidentiality. 3. Criminal History background check required. 			
Immediate Supervisor:	Marie Ahsoak	Social Services Director	852-4411
	Name	Title	Phone
JVA Submitted By:	Rebecca Brower	HR Director/Admin. Asst.	852-4411
	Name	Title	Phone
Refer Candidates To:	Rebecca Brower	HR Director/Admin. Asst.	852-8844
	Name	Title	Fax Number
852-4411	PO Box 1130	Barrow, Alaska	99723
Phone Number	Address	City, State	Zip

Submit Form to the ASRC Personnel Office in Barrow – **FAX 907-852-9470**

ASRC Personnel Division provides a service for local employers to advertise job vacancies on **the Jobs Information Channel** (channel 62), and post all job vacancies in their office.