MISSION STATEMENT:

Open to all, the United Methodist Retirement Center is committed to providing a life-affirming community through end of life, by providing high-quality and affordable housing and Support Services in an atmosphere where residents, children and staff become an extension of family and each person’s dignity, worth and choice are respected.

SERVICES PROVIDED:

The United Methodist Retirement Center is a retirement home in Salem providing low-income apartments for the elderly who live independently in Jason Lee Manor, and living in a private pay residential care for who live in Wilson House. Services provided at Wilson House include housekeeping, all meals, laundry, supervision of medication, assistance with bathing, and a full activities program.

Jason Lee Manor residents may participate in the meal program, activities program and make arrangements for housekeeping if needed. Many choose to cook and clean for themselves.

In addition to the two retirement homes, the Wilson House Child Development Center, adjacent to Wilson House, provides care for 2 ½ - 7 year old children, Monday through Friday, 7am-6pm. The intergenerational program provides opportunities for residents and children to be together in a variety of activities.

RESPONSIBILITIES OF ACTIVITY DIRECTOR:

- To take primary responsibility for planning and implementing an activities program which provides life- enriching opportunities for older persons in the areas of education, creativity, service, spiritual growth, physical fitness, and social interaction. Intergenerational activities are also included.

- To be aware of resident’s needs, problems, physical and emotional health

- To supervise and recruit volunteers

- To coordinate the involvement of residents in the intergenerational program
ROLE OF THE PRACTICUM STUDENT:

The practicum student will be under supervision of the Activity Director and Administrator. A member of Activities staff or the administrator will be available to the student during the hours he or she is at the facility.

PRACTICUM STUDENT QUALIFICATIONS:

- Be reliable and punctual.
- Have the ability and willingness to maintain confidentiality.
- Maintain professional appearance and approach in dealing with residents, families and staff.
- Have good writing skills.
- Have good communication skills.
- Be able to follow instructions as well as possess leadership abilities.
- Accept and follow policies and procedures of the United Methodist Retirement Center.
- (There is no smoking in any part of the building, including staff lounge.)
- Excuse themselves from interaction with residents when the student has a cold or other contagious condition.

CRIMINAL HISTORY CHECK IS REQUIRED

As of April 15, 2011, practicum sites that use the Department of Human Services Background Check Unit will now conduct a weighing test and fitness determination when an individual has been identified as the perpetrator of abuse in certain cases of sexual abuse, physical abuse or financial exploitation. The Background Check Unit will specifically consider the most serious cases of abuse reported and substantiated from January 1, 2010, forward.