

## **HOMEMAKER**

**DISTINGUISHING FEATURES OF THE CLASS:** The work involves responsibility for performing a variety of homemaking services in the homes of elderly persons during the illness or absence of spouses, for the sick or disabled elderly persons. The work of employees in this class is designed to support the objectives of the department in providing a safe and clean environment for older persons. Homemakers assist the elderly in performing the fundamentals of household management. Homemakers are supervised and work in close cooperation with Aging Services Program Coordinators or other agency caregivers. Does related work as required.

### **TYPICAL WORK ACTIVITIES:**

Works with the elderly in their home and assists with the fundamental aspects of proper living;  
Instructs and assists in menu planning, marketing for food and household supplies, meal preparation and care and purchase of clothing;  
Assists the aged and infirm with daily household chores;  
Escorts elderly persons to obtain medical care;  
Cleans house, including sweeping and dusting;  
Buys groceries and other household items;  
Plans and prepares meals;  
Does laundry and mends clothing;  
Administers simple bedside care during minor illness, under the supervision of a physician or nurse.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:**

Good knowledge of the principles and practices of elderly care and home management;  
Good knowledge of issues pertaining to care for the elderly;  
Working knowledge of good nutritional practices;  
Ability to train others in home management;  
Ability to lift and handle moderately heavy materials;  
Ability to understand oral and written instructions;  
Ability to establish and maintain cooperative relationships with agency clients;  
Ability to handle money and make basic arithmetic calculations;  
Ability to work independently;  
Empathy for others;  
Tact;  
Patience;  
Dependability;  
Physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** NONE