



# North York Seniors Centre Employment Opportunity

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## Recreation Programmer

Active Living Centre (ALC)

Fulltime, permanent, 40 hours per week

Flexible work hours will include some evenings and weekends

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*North York Seniors Centre* provides programs and services to promote the physical, emotional and social well being of adults 55+ living in our diverse community. This position reports to the Director, Active Living.

### Responsibilities:

- Develop, implement and evaluate programs (general recreation activities, wellness services, special events and fundraising)
- Train and supervise volunteers
- Participate in a co-operative team environment to complete individual tasks and to coordinate Active Living Centre programs
- Promote excellent customer service

### Qualifications/ Skills:

- Applicable degree/diploma in the field of Recreation, Activation and/or Gerontology
- Excellent interpersonal, communication and customer service skills
- Strong organizational and time management skills to manage a fast pace work environment
- Strong computer skills in a Windows environment
- Ability to communicate effectively in English (verbal and written); other languages (Chinese, Korean, Farsi), an asset
- Certification in fitness training, an asset
- Physically able to assist with lifting and moving equipment, tables and chairs
- CPR and First Aid certification

Please submit your resume by Monday May 26, 2008 to:

**Mail**

*North York Seniors Centre*, Human Resource Department  
21 Hendon Ave., North York, ON, M2M 4G8

**FAX:**

(416) 733-1858

**E Mail:**

[hiring@nyseniors.org](mailto: hiring@nyseniors.org)

**No Phone Calls, please.**

North York Senior Centre is an equal opportunity employer. Thank you to all that express interest in this position. Only those candidates selected for an interview will be contacted.

Posting Date: May 9, 2008