

Employment Opportunity

Recreationist

A Day Away Program and Adult Living Centre

(21 Hendon Ave. and 80 Sheppard Ave. West)

Full Time, Permanent (35 hours per week)

Flexible work hours may include some evenings and weekends

North York Seniors Centre promotes healthy aging by providing programs and services within our diverse community.

This position reports to the Supervisor, Adult Day Program.

Responsibilities:

- Assist with the facilitation and coordination of programs at the *A Day Away* Adult Day Program and Active Living Centre
- Support members and the general public with information and assistance
- Work collaboratively to plan monthly activities that are goal oriented and design monthly program calendar
- Provide support to the *A Day Away* programs at both Sheppard and Hendon locations.
- Develop Care Plans for *A Day Away* clients, based on mutually agreed upon client goals
- Support transitions in care, facilitating connections with internal Care Navigators
- Actively participate in continuous quality improvement processes and assist the Team with research and development of best practices
- Promote and maintain a high standard of customer service that is client focused

Qualifications/ Skills:

Education: Applicable degree/diploma in Recreation, Activation and/or Gerontology

Experience: 1 year experience working in a recreational environment for seniors
Experience working with frail and cognitively impaired seniors/adults
Adult Day Program experience preferred

Other: Valid driver license and access to a vehicle
Strong interpersonal and organizational skills
Computer skills in a Windows environment; knowledge of Goldcare, an asset
Familiarity working with and supporting volunteers
Ability to communicate effectively in English (verbal and written); other languages (Cantonese, Farsi, Korean), an asset
A self-starter, able to work independently as well as in a team
Physically able to assist with lifting and moving equipment, tables and chairs
Current First Aid and CPR certification
Recent Vulnerable Police Check

Posted until position is filled. Please submit resume to:

Mail: North York Seniors Centre,
Attn: Human Resources Department
21 Hendon Avenue, Toronto, ON M2M 4G8

Fax: 416 733.1858

E-mail: hiring@nyseniors.org

No phone calls, please.

North York Seniors Centre is an equal opportunity employer. Thank you to all who express interest in this position. Only those candidates selected for an interview will be contacted. North York Seniors Centre is committed to providing accessible employment practices that are in compliance with the Accessibility for Ontarians with Disabilities Act ('AODA'). Applicants need to make their request for accommodation known when contacted.