



- Department:** The Village Club-Adult Day Centre
- Job Title:** Recreation Assistant
- Hours:** **Full Time** 8:30am-4:30pm (Monday-Friday)
- Qualifications:**
- Diploma or Certificate in Recreation or Activation.
  - Personal Support Worker Certificate, or equivalent, preferred
  - Minimum 2 years experience working with cognitively challenged seniors
  - Experience working with seniors in an Adult Day Program setting preferred.
  - Ability to conduct a variety of programs for individuals and groups of residents.
  - Assist & oversee clients with the activities of daily living including; eating, walking, transfers and washroom assistance.
  - Ability to work independently in a cooperative team environment.
  - Understanding and an attention to detail concerning health and safety.
  - Excellent customer service and interpersonal skills
  - Excellent communication skills in English language required.
  - Competency in documentation practices and computer applications (ie MS Word, Excel)
  - Positive attitude, caring and energetic personality
  - Able to meet the physical stress of recreational programs with elderly people (ie: bending, lifting, walking, pushing wheelchairs, room setup)
- Responsibilities:** The Recreation Assistant will provide recreation support to the clients of The Village Club. This includes assessing the needs, planning, facilitating and evaluating activities. You will support the client's comfort, independence and control through a variety of interesting and stimulating activities. Supporting the involvement of families and volunteers will be important.
- Inquiries:** Please submit your cover letter clearly indicating your position of interest and resume to to: Attention Human Resources by 4:00pm February 18' 2011. You may submit your cover letter and resume using one of the following methods:
- Email:** [careers@shepherdvillage.org](mailto:careers@shepherdvillage.org)
- Fax:** (416) 609-8329
- Website:** [www.shepherdvillage.org/careers](http://www.shepherdvillage.org/careers)

**We appreciate your interest but only those applicants selected for an interview will be contacted.**



Posted: January 26, 2011