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Closing Date: September 10, 2020

**POSITION AVAILABLE – Recreation Aide**

**EMPLOYMENT OPPORTUNITY – Casual Mon-Fri and some Weekends**

**WAGE RATE - Dependant on Qualified Experience/According to AUPE collective agreement**

**POSITION SUMMARY:**

The Recreation Aide/Assistant assists in the provision of Recreation Therapy programs including treatment, recreation participation and leisure education services designed to meet the needs and interests of the Residents at Devonshire Care Centre.

**RESPONSIBILITIES:**

- Maintains a participatory and collaborative approach in the planning, preparation, implementation and evaluation of Recreation Therapy programs.
- Participates in regular departmental meetings, and other facility committees as required.
- Assists the Recreation Therapist in the identification of needs related to recreation programs for budgeting purposes.
- Maintains appropriate records of programs and attendance. Also keeps required resident information up to date.
- Assists with the maintenance of Recreation Therapy equipment and the preparation and care of work areas.
- Reports to supervisor regarding success or failure of programs, interventions and the residents' progress as required.
- Participates in the orientation of new staff and students.
- Assists Recreation Therapists in identifying residents' needs, abilities, and desires.
- Coordinates portering for Residents requiring assistance.
- Regularly attends facility in-services.
- Participates in the development and implementation of special events and entertainment for Residents.
- Assists recreation therapist in conducting leisure surveys.
- Participates in the distribution of the monthly activity calendar for Residents.
- Revises bulletin board activity sheets daily, changing reality orientation boards daily, and decorate bulletin board according to season
- Responsible for applying for DATS numbers, and cancelling them when appropriate
- Applies motivational techniques to encourage participation.
- Responsible for assisting the Recreation Therapist in the decorating for seasonal and special events, as well as the removing of it.
- Responsible for booking and confirming entertainment
- Maintains good relations with the community through participation in development of community based programs.
- Acts as a representative of Devonshire Care Centre and its philosophy inside and outside the facility.

*The duties and responsibilities outlined above are representative, but not all-inclusive*

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## QUALIFICATIONS AND EDUCATION:

- A high school diploma is required. Preference will be given to an applicant with a college Certificate in Recreation Therapy or related recreation field
- Must have valid CPR
- Previous experience implementing recreation programs in long term care setting
- Must possess good written and oral communication skills.
- Must have computer skills using Microsoft Office applications.
- Experience working with an elderly population.
- Experience working and/or volunteering in a long term care setting.
- Excellent interpersonal communication skills
- Possesses the ability to be self-directed towards the goals of the department while maintaining a highly supportive role as a member of the Resident Care Team.
- A current and satisfactory Criminal Records Check is required for all new employees.

## WORKING CONDITIONS AND PHYSICAL ENVIRONMENT:

- Adaptable ever-changing work environment and unexpected changes
- Subject to frequent interruptions
- Works with residents of all functional abilities
- Subject to unexpected circumstances in which they must implement a program to cover the absence of another staff member or absence of an entertainer
- Requires occasional heavy lifting
- Regular pushing or pulling of heavy objects
- Subject to excessive walking, standing, sitting, kneeling, squatting, bending, and reaching throughout shift
- Requires occasional carrying of heavy objects

## OTHER:

- Demonstrates an awareness of accident and injury prevention
- Adheres to safe work practices and procedures;
- Promotes and fosters our workplace Health and Safety Program, a safe environment for co-workers, residents, families, visitors and volunteers
- Responsible for maintaining self-wellness and reduced absenteeism
- Promotes, encourages and demonstrates excellent customer relations and consistently shows courtesy, caring, understanding, compassion and respect for residents, families, visitors, co-workers and volunteers.

## APPLY TO

**Devonshire Care Centre**  
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Edmonton, Alberta T6R 3H2  
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**A CURRENT AND CLEAR CRIMINAL RECORDS CHECK IS REQUIRED FOR ALL NEW EMPLOYEES**