



Scarborough Centre for Healthy Communities (SCHC) is dedicated to meeting the diverse, holistic health needs of the people of Scarborough by addressing the physical, mental, social, financial and environmental aspects of their health. Through the promotion of healthy lifestyles and delivery of a comprehensive range of culturally competent health and social services, we cultivate vital and connected communities.

We are currently looking to hire a:

## **Recreational Counselor**

1-Full Time (35hrs/wk)

The Adult Day Centre (ADC) provides service to frail elderly as well as clients with cognitive disorders, dementias of aging, and/or physical disabilities. In a team-oriented environment, clients have the opportunity to participate in supervised group or individual activities helping them to maintain functions and skills, supporting their independence, offering socialization, and providing relief and support to caregivers.

**Reporting To:** Client Services Manager

### **Purpose:**

The Recreation Counselor will work within a flexible and supportive team to assist in the daily operation of the ADC, plan and deliver client-centered social, recreational, and therapeutic programs to our membership, and provide leadership to other staff, students, and volunteers to effectively deliver client programs.

### **Key Areas of Responsibility:**

Program Activities:

- Evaluate client needs and functional abilities
- Develop and implement suitable physical, intellectual, emotional, and social programs reflecting ministry guidelines
- Monitor and evaluate the efficacy of programs for the individual and group
- Report and document individual progress and level of participation

Client Care:

- Provide instruction and structure for clients, handling or attempting to defuse challenging behaviours
- Support clients through the daily routine
- Assist clients with toileting, transferring, feeding, and ambulation
- Ensure nutritional requirements are met during the day with particular attention to supplements where required and monitor food intake, food allergies, and other dietary restrictions
- Support clients' participation in programming according to their functional ability both within the centre and on field trips
- Monitor behavioural and physical changes, bring concerns to the manager, and participate in case conferencing with team members and caregivers



- Provide information and referrals to clients and caregivers about other support services and community resources

Administration:

- Provide day-to-day support and direction to staff, volunteers, and students and in the absence of the program coordinator

Food Handling:

- Assist with food preparation, service, and cleanup

Housekeeping:

- Help maintain a clutter free environment to reduce the risk of falls
- Ensure all toxic substances and potentially dangerous tools are secured
- Help maintain a hygienic workplace with particular attention to recreation areas

Emergency Procedures and First Aid:

- Keep abreast of emergency procedures
- Administer first aid and CPR when required

Medication Assistance:

- Assist clients with medication according to their care plan
- Keep abreast of medication management policies and procedures

Documentation:

- Review client care plans on CIMS as directed by Program Coordinator
- Document client status changes, updates, and medication assistance on CIMS on a regular basis
- Complete client incident reports as needed

Outreach and Partnerships:

- Develop meaningful joint programming opportunities internally and externally
- Establish partnerships with other agencies and stakeholders to enrich programming, training, and shared knowledge

General:

- Work cooperatively in a team setting with staff, caregivers, volunteers, and students
- Participate in regular training sessions and staff meetings
- Perform other duties as assigned that are reasonable within the scope of the job

**Scope and Accountability:**

The Recreation Counselor will be accountable to the Community Services Manager while working as part of a client-centered team.

He or she will provide day-to-day support and direction to other staff, students, and volunteers and feedback to help develop skills and knowledge.

He or she does not have responsibility for performance reviews or hiring.



**Education and/or Professional Qualifications:**

- Demonstrated knowledge, skills, and abilities in Recreation, Social Service, Geriatrics, or Gerontology either attained from a degree or diploma from an accredited university or college program
- PSW certification is considered an asset
- Current certification in CPR/First Aid
- Current food handler certification or willingness to be trained

**Level of Experience:**

- Two to three years of experience working with seniors in the community, long-term care, or a day program setting is required
- One or more years of experience as a Recreation Counselor would be considered an asset
- Experience/knowledge and understanding of persons living with cognitive disorders and/or dementia would be considered an asset

**Skills and Attributes:**

- Ability to work with seniors, particularly those suffering from dementia is an asset
- Strong organizational, interpersonal, and verbal and written communication skills
- Good problem solving skills and ability to exercise sound judgment
- Good conflict resolution skills
- Ability to work independently and as a productive team member
- Sensitivity to and awareness of cultural, racial, economic, and socially diverse communities
- Oral and/or written fluency in other languages relevant to providing service in the role is considered an asset
- Proficiency in the use of basic computer programs (e.g., Microsoft Word, Excel, Outlook, Publisher, etc.) and keyboarding would be considered an asset
- A valid driver's license to drive in Ontario and access to a vehicle would be an asset

**Significant Working Conditions:**

- Ability to transport including lifting/carrying/pulling up to 25 lbs of equipment
- Flexibility of hours – occasional evenings or weekend work may be required
- Attend off-site meetings
- May encounter volatile clients exhibiting challenging behaviours

**Remuneration:** \$21.10 - \$23.87

**Band:** B

**Please note:** All other conditions of employment are set out in the collective agreement between SCHC and SEIU.

**Please reply in confidence to HR:**

By email: [hr@schcontario.ca](mailto:hr@schcontario.ca)



**Note: Please quote RecCs in the subject line.**

**Deadline:** *Until Filled*

*All applications must be received by this date for consideration.*

*We would like to thank all applicants; only those invited to interviews will be contacted.*

Scarborough Centre for Healthy Communities is strongly committed to diversity within its community and inclusive workforce that reflects the communities that we serve. SCHC encourages applications from visible minority group members, women, aboriginal persons, persons with disabilities and members of sexual minority groups.

In accordance with the Accessibility for Ontarians with Disabilities Act (AODA), SCHC will provide accommodation in all parts of the hiring process as required, upon request from applicants.

For more information about our programs and services, please visit our website at [www.schcontario.ca](http://www.schcontario.ca).