



## WoodGreen Community Services *Job Posting*

### Our Vision:

A Toronto where everyone has the opportunity to thrive

## *Casual Activationist Competition #2018-127-CC*

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<b>Employment Type:</b>	Casual, Bargaining Unit
<b>Work Hours:</b>	Fluctuating hours
<b>Salary:</b>	F1 - \$21.79/hour
<b>Application Deadline:</b>	Ongoing

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### Who We Are

A United Way Anchor Agency, WoodGreen combines significant scale and a proven track record with an entrepreneurial mindset, continuously seeking and developing innovative solutions to critical social needs.

Now in our 81<sup>st</sup> year, we are one of the largest social service agencies in Toronto, serving 37,000 people each year. We're a group of diverse individuals who value respect, excellence, compassion, integrity, and team work.

Visit [www.woodgreen.org](http://www.woodgreen.org) to learn more about who we are and what we do.

### Program Overview – Adult Day Program – Community Care

WoodGreen's Adult Day Program serves frail and cognitively impaired seniors, post-stroke adults and individuals with Alzheimer's disease and other related disorders. This community-based support program offers supervised group activities and personal care services to clients to maintain and enhance their functioning.

### What You Will Do

- Plans, develops, implements and evaluates programs and activities which encourage, maintain and promote dignity and self-worth in clients.
- Leads groups through a schedule of activities and maintains daily operations of the program.
- Monitors program to ensure that activities are being delivered according to the program goals and makes adjustments according to needs, abilities and interests of the clients.
- Co-designs and facilitates individualized program plans with clients and caregivers.
- Ensures that quality service standards and principles are met in accordance with program operational guidelines.
- Motivates and encourages clients to participate in individual and group programs which address their physical and psycho-social needs as well as Activity of Daily Living skills.
- Provides support, information and education to clients and their primary caregivers.
- Recognizes, manages, and defines responsive behaviours and if unable to deal with behaviours successfully, reports to Supervisor and works with various professional and resource persons as required to alleviate problems.
- Contributes to the community outreach activities of the program.
- Monitors and attends to clients' personal, safety and hygiene needs in accordance with program guidelines, such as dietary needs, medication, lifting, cleaning and toileting.
- Conducts billing, data entry, documentation, statistics, meal orders and transportation arrangement for clients.

- Makes recommendations to the Supervisor on the purchase of necessary program supplies and monitors inventory to ensure program supplies are consistently available.
- Escorts and/or transports clients to and from the program and takes steps to ensure pathways are clear from snow, if necessary.
- Ensures the anti-racism objectives and community development principles of the organization is achieved within the program.

### **What You Bring to the Team**

- Two year college diploma in Activation or Gerontology.
- Two (2) years demonstrated experience designing and leading activities for frail and/or cognitively impaired adults.

### **What Will Set You Apart**

- Fluent in verbal and written English.
- Excellent communication skills in working with seniors.
- Good knowledge and skills in leading group activities and providing personal care services.
- Good knowledge and skills in behavioural management techniques.
- Comfortable working with staff and clients from diverse background.
- Strong computer skills in Window environment.
- Second language(s) to serve the client group(s) considered a strong asset.
- Training in CPR and First Aid is an asset.

### **Why You'll Want to Work With Us**

At WoodGreen you will be part of an amazing team that does amazing things for our community.

We offer:

- ✓ Competitive salary/excellent benefits for full-time, contract (1 year+), and PSW employees
- ✓ Ongoing training and opportunities for career advancement within the organization
- ✓ Formal staff recognition and appreciation programs
- ✓ Access to group discount programs and purchases

### **To Apply**

Submit your resume and cover letter, **quoting the position title in the subject line**, as follows:

<b>WoodGreen employees ONLY to:</b>	hrjobs@woodgreen.org
<b>External applicants to:</b>	MOneill@woodgreen.org

***WoodGreen is an equal opportunity employer. We are committed to providing an inclusive and barrier-free selection process and work environment. If contacted in relation to an employment opportunity, please advise our HR representative at [hrjobs@woodgreen.org](mailto:hrjobs@woodgreen.org) of the accommodation measures required. Information received relating to accommodation will be addressed confidentially.***