



Employment Opportunity

Adult Day Program Leader

Adult Day Program

Part Time (21 hours per week)

Flexible work hours may include some evenings and weekends

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

This position reports to the Supervisor, A Day Away

Responsibilities:

- Assist with the facilitation and coordination of programs at the *A Day Away* Adult Day Program
- Provide clients with activities of daily living assistance, as required
- 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, as assigned by the Supervisor
- 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 client-focused customer service

Qualifications/ Skills:

- Education:** College degree/diploma in Recreation, Activation and/or Gerontology; and/or Personal Support Worker Certificate
- Experience:** Minimum 1 year experience working with frail and cognitively impaired seniors/adults
Adult Day Program experience preferred
- Other:** Strong interpersonal and organizational skills
Creativity and innovation in program development
Demonstrate empathy, care and compassion
Computer skills in a Windows environment; knowledge of Goldcare, an asset
Fluent in verbal and written English; other languages, such as Farsi, Cantonese, and Korean, an asset
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.

Posting Date: October 2024