



Provincial Job Description

TITLE:
(307) Recreation Worker

PAY BAND:
10

FOR FACILITY USE:

SUMMARY OF DUTIES:

Provides activities to enhance the holistic care of clients / patients/ residents quality of life (mental, emotional, physical, spiritual, and cultural).

QUALIFICATIONS:

- ◆ Grade 12

KNOWLEDGE, SKILLS & ABILITIES:

- ◆ Basic computer skills
- ◆ Interpersonal skills
- ◆ Organizational skills
- ◆ Communication skills
- ◆ Ability to work independently
- ◆ Ability to work with special needs clients/patients/residents
- ◆ Valid drivers license, where required by the job

EXPERIENCE:

- ◆ Previous: Twelve (12) months previous experience in a health care environment.

KEY ACTIVITIES:

A. Activities / Events

- ◆ **Delivers recreational activities, events and programs (e.g., birthday parties, gardening, music/reading programs, baking, devotionals, exercises and mobility, holiday events).**
- ◆ **Arranges, delivers and monitors programs to meet the ability and needs of clients/patients/residents.**
- ◆ **Ensures recreation areas are secured to match the cognitive/physical needs of clients/patients/residents.**
- ◆ **Maintains / facilitates activities and storage areas.**
- ◆ **Encourages and assists with client/patient/resident interaction.**
- ◆ **Maintains communications through a variety of means.**
- ◆ **Contacts and encourages involvement of clients/patients/residents families in activities and events (e.g. FaceTime, Zoom).**
- ◆ **Acts as liaison with/reports to nursing and therapy departments regarding client programs/participation.**
- ◆ **Prepares, decorates and sets up the activity area by moving furniture, obtaining necessary equipment and organizing crafts or games.**
- ◆ **Maintains records of volunteers, activities and attendance.**
- ◆ **Arranges and monitors volunteer programs.**
- ◆ **Provides occasional guidance to the primary function of others, including training.**
- ◆ **Responds to incoming/outgoing calls and inquiries.**

B. Client/Patient/Resident Activity Monitoring

- ◆ **Observes client/patient/resident reactions and documents responses to activity and participation.**
- ◆ **Monitors client/patient/resident emotional, physical, cognitive ability and spiritual well-being.**
- ◆ **Participates in client/patient/resident care plan, multi-disciplinary and family meetings/resident family council.**
- ◆ **Porters clients/patients/residents to and from events.**
- ◆ **Assists clients/patients/residents with meals and toileting.**
- ◆ **Assists clients/patients/residents to community outings and shopping.**

C. Related Key Work Activities

- ◆ **Purchases activity/craft materials and supplies.**
- ◆ **Participates in fundraising activities.**
- ◆ **Performs errands for client/patient/resident individual needs (e.g., mail, personal shopping).**
- ◆ **Arranges for transportation to outings.**

C. Related Key Work Activities (Cont'd)

- ◆ Assists with transportation for client/patient/resident outings.
- ◆ Arranges for vehicle maintenance and servicing.
- ◆ Prepares billings, submits receipts and maintains records for vehicle usage.
- ◆ Cares for pets and plants in the facility.
- ◆ Manages and monitors clients/patients/residents activity money.
- ◆ Cleans and sanitizes equipment.

The above statements reflect the general details considered necessary to describe the principal functions of the job and shall not be construed as a detailed description of all related work assignments that may be inherent to the job.

Validating Signatures:

CUPE:

SEIU:

SGEU:

SAHO:

Date: April 20, 2023