



North Eastman Health Association Inc.
Association de Santé du Nord Est Inc.

Job Description

Recreation Program Worker

POSITION SUMMARY:

The Recreation Program Worker is a member of the Health Care Team, working under the general direction of the Recreation Program Coordinator while demonstrating a commitment to service excellence and continuous quality improvement to the Mission, Values and Management Philosophy of North Eastman Health Association Inc. The Recreation Program Worker is responsible for performing and assisting in resident social and recreation activities, utilizing the assessment, planning, implementation, and evaluation as a framework for performance. The Recreation Program Worker is flexible and able to function effectively in a dynamic and ever-changing health care environment.

REPORTS TO: Recreation Program Coordinator

UNION: MGEU – Facility Support

Std Grp. 45

QUALIFICATIONS:

Education and Experience

- Completion of a recognized Activities/ Recreation Program required or willing to enroll and successfully complete within a reasonable time frame.
- Applicants with certificate will be given priority. Non certified applicants will be considered if there are no certified applicants.
- Certificate in Safe Food Handling required.
- Previous related experience is required.

Knowledge, Skills and Abilities

- Physical and mental health to meet work demands.
- Demonstrates understanding of the role of the Recreation Program Worker.
- Ability to foster and maintain positive working relationships.
- Commitment to continuing self-development and continuous quality improvement.
- Has genuine interest in health care especially of the elderly and disabled.

POSITION DUTIES AND RESPONSIBILITIES:

Assist in the planning and facilitation of social and recreational activities for Recreation Program residents.

ASSESSMENT:

- Observes and recognizes deviations from normal in residents' basic care needs.

- Collects data as directed by the Recreation Program Coordinator.
- Assesses the environment for safety.

PLANNING:

- Plans and organizes workload according to identified daily programs.
- Plans for resident safety.
- Plans constructive use of time.
- Participates in and supports a team approach in the planning, developing and implementing of the social and recreational programming.

IMPLEMENTING:

As a member of the Health Care Team, utilizes a caring, problem-solving approach, promoting physical, psychological, cultural, social and spiritual well being of the resident:

- Demonstrates the responsibility for and the application of concepts of caring, health and wellness in response to meeting basic human needs including: activity, clothing, comfort, elimination, hygiene, mobility, nutrition, recreation, rest, safety, social and spiritual needs.
- Assists residents to maintain independence within their capabilities.
- Responds appropriately to residents' experience of loss or change and assists them to cope with the effects of physical and emotional stress.
- Provides care with consideration of dignity, individuality and privacy needs.
- Demonstrates a caring interpersonal approach, and communicates effectively with resident/ family/ visitors and team members.
- Demonstrates ability to communicate with others who are experiencing communication difficulties.
- Demonstrates knowledge of body systems and functioning, as well as commonly occurring health problems as it relates to resident needs.
- Demonstrates initiative in meeting resident needs.
- Utilizes a problem-solving approach in carrying out the daily program.
- Acts as a resident advocate.
- Participates in and contributes to client conferences.
- Performs delegated programming according to Policies and Procedures.
- Practices proper body mechanics.
- Utilizes appropriate resources
- Utilizes time constructively.
- Reports observations related to residents to the Team Leader.
- Observes and records data appropriately and accurately.
- Copes with unanticipated occurrences.
- Demonstrates receptiveness to ideas and readily participates in implementing change.
- Assumes responsibility for the program in absence of the Recreation Program Coordinator.
- Supervises volunteers/ students and other allied program personnel.
- Participates in quality improvement and accreditation programs.

EVALUATION:

- Assists in measuring outcomes and evaluates effectiveness of programs.
- Evaluates effectiveness of own communication with residents/ family/ visitors and team members.
- Evaluates use of own time.
- Evaluates contribution to conferences, meetings, etc.
- Participates in evaluation of changes and revisions occurring in resident care programming and services.

PROFESSIONAL:

- Performs the Recreation Program worker role in a safe, responsible, and accountable manner.
- Knowledgeable in facility Fire/ Safety/ and Disaster Plans; use of equipment as well as Policies and Procedures related to security and client safety.
- Integrates the NEHA values, vision and mission into daily programming.
- Follows legislated requirements and ethical guidelines.
- Maintains confidentiality of all data and information related to residents, families, and facility.
- Functions in a professional manner, always encouraging resident autonomy to preserve dignity and self-esteem and promote quality of life.
- Works within scope of job description and seeks supervision appropriately.
- Reports significant information.
- Exhibits confidence, initiative and competence in the work environment.
- Performs other related duties as assigned.
- Keeps current in knowledge and practical skills related to the position, accessing training opportunities both within the facility and in the community.

Revised: _____
Date

Approved by: _____
Manager/ Supervisor Date

Approved by: _____
Vice President/ CEO Date

Reviewed by: _____
Director, Human Resources Date

NOTE: Original Signed and Dated September 10, 2007