



ACTIVITIES COORDINATOR

Aspen Ridge Lodge in Didsbury, AB



JOB TITLE: Activities Coordinator – Days & Evenings (Part-Time, eligible for benefits).

POSITION NO: (ARL 10 – PT AC 1) Minimum of 16 scheduled shifts and 80 hours per 28-day rotation 0.50 FTE. Shifts may include occasional weekends and may be subject to change, as scheduling requires.

EFFECTIVE DATE: As soon as possible.

SALARY RATE: As per the MVSH salary schedule.

MAIN DUTIES:

- Directly responsible to the Site Administrator of the assigned Lodge.
- Coordinates the Lodge activities program ensuring leisure, social, spiritual and physical activities are provided.
- Assists with needs of residents and responds to emergency issues.

QUALIFICATIONS:

1. A positive rapport with seniors, friendly and helpful.
2. A flexible, willing and positive attitude, customer service driven.
3. Must be dependable, reliable, and trustworthy.
4. Must be physically able to perform lifting, bending and repetitive tasks.
 - A medical may be required.
 - A high standard of hygiene and personal appearance.
5. Ability to plan, organize and evaluate resident activities.
6. Post-secondary recreation-based program or equivalent preferred and/or related experience working with seniors.
7. Completed current First Aid and Cardiac Pulmonary Resuscitation (CPR) to be renewed every 3 years.
8. Must have a clear and current vulnerable sector check.

CLOSING:

Until a suitable candidate is found.

FORWARD RESUME TO:

Marie McMullen
HR Coordinator, Recruitment
Mountain View Seniors' Housing
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We thank all applicants for their interest, only those selected for an interview will be contacted.

Our Vision - We enhance lives by providing quality care and self-sustainable living through innovative leadership.

