

THE PENTICTON AND DISTRICT SOCIETY FOR COMMUNITY LIVING

JOB DESCRIPTION

PDSCL Job Title: ACTIVITY WORKER- DAY SERVICES

Job Family: Front Line Worker

Job Classification: Activity Worker

Grid Level: 8

Wage Rate: As per Current Collective Agreement

Reports To: Coordinator – Day Services

JOB SUMMARY

Plans, organizes, implements, and evaluates community-based recreational, social and/or educational activities. Encourages and facilitates clients.

KEY DUTIES AND RESPONSIBILITIES

1. Plans, organizes, implements, and evaluates community-based recreational, social and/or educational activities to meet clients' needs.
2. Encourages and facilitates clients' participation in activities; provides guidance and instructions.
3. Monitors and observes clients' behaviour. Report problems to the supervisor.
4. Provides skill building to clients such as life skills and social skills; models appropriate behaviour.
5. Ensures the safety of clients. Responds to emergencies in accordance with established policies and guidelines.
6. Participates in the development of individual activity plans.
7. Accompanies and/or transports clients to activities.
8. Administers medication as required in accordance with established guidelines, procedures and instructions.
9. Maintains related records and statistics and produces reports as required.
10. Maintains liaison with clients' families, other community service providers and professionals.
11. Performs other related duties as required.

EDUCATION

Certificate in a related human/social service field or recreation course.

TRAINING & EXPERIENCE

Six (6) months recent related experience or an equivalent combination of education, training and experience.

OTHER JOB REQUIREMENTS

- Ability to work effectively with developmentally challenged adults.
- Ability to work cooperatively and effectively with or without supervision.
- Ability to create and develop innovative and imaginative programs to assist individuals to enhance their quality of life.
- Ability to adhere to PDSCL's Code of Ethics.
- Skills in training, planning and organizing.
- Solid philosophical belief in community inclusion.
- Must be able to work flexible hours including evening and weekends.
- Valid CPR/First Aid Certificate
- Valid Unrestricted Class IV Driver's License.
- Satisfactory Criminal Records Search.
- Knowledge of fire safety and fire equipment.

I read and understand the above job requirements and responsibilities and agree to carry them out in my role as an Activity Worker

NAME: _____ SIGNATURE: _____

DATE: _____