

## JOB POSTING DETAILS

<b>Employer</b>	Cedarwood Lodge	<b>Job Type</b>	RI
<b>Job Title</b>	Programs Manager	<b>Duration</b>	Full Time
<b>Job ID</b>	11828	<b>Location</b>	Sault Ste. Marie
<b>Date Posted</b>	November 29, 2021	<b>Closing Date</b>	December 13, 2021

### Job Overview - Description & Duties

Full Time (1 Year Maternity Leave)

Responsibilities:

- Establishes the Resident Care Mission and vision, the statement of purpose and the description of functions for resident care and services, which are congruent with the mission statement of the Home.
- Ensures the provision of quality of recreation and leisure services setting standards as required meeting individual resident social and psychological needs and their expectations using a resident centered approach.
- Ensures interdisciplinary care deliveries in which the resident and family with the resident's consent are considered as integral members of the team.
- Provides a resident advocacy program through the promotion and respect of the Bill of Rights.
- Communicates with and supports families in their involvement and participation.
- Participation in the development goals and objectives for the Home through the strategic planning.
- Plans, develops, implements and monitors recreation and leisure services, pastoral services, volunteer services and social work services.
- Ensures accurate documentation of recreation and leisure, volunteer, social work, and pastoral services for the residents.
- Coordinates and provides RAI MDS documentation for the recreation department
- Co-ordinates recreation services with other internal and external services and or community agencies.
- Supervises student placements and volunteers and provides performance appraisals
- Facilities and implements quality management and risk management activities for the department.
- Provides education in accordance with staff needs.

### Required Skills

Qualifications:

- Post secondary diploma or degree in recreation and leisure studies, therapeutic recreation, kinesiology or other related field from a community college or university.
- Specialized knowledge of Gerontology, Behavioural disorders and social work.
- Knowledge of programs and techniques in recreation, leisure and restoration.
- Demonstrates leadership, communication, interpersonal skills and organizational skills.

### Other Requirements

NA

### How to Apply

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