

## Internal Job Posting

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### Activity Worker, Adult Day Services

West Neighbourhood House, is a multi-service, neighbourhood-based agency that has served the diverse communities of downtown west Toronto since 1912. The central purpose of West Neighbourhood House is to enable less-advantaged individuals, families and groups in the community to gain greater control over their lives and community.

The Adult Day Program offers a variety of community-based activities to older adults and persons with age related conditions and individualized care plans. **The program is available both in-centre and at-home**, and activities include cognitive stimulation, meditation, relaxation and physical exercises as well as respite care, health promotion and a variety of other supports to caregivers.

The successful candidate will be part of a multi-disciplinary team reporting to the Coordinator, Adult Day Program Services. The responsibilities of this position include, but are not limited to the overall planning, implementation and evaluation of culturally appropriate activities and services that maintain and promote the physical, emotional and cognitive well-being of the Adult Day Services participants.

**West Neighbourhood House is actively seeking qualified applications from Indigenous, Black and People of Colour, people with disabilities, women and people of all sexual orientations and gender identities/expressions. Applicants with lived experience as a participant of West Neighbourhood House programs, or related programming from similar organizations, are also strongly encouraged to apply.**

**West Neighbourhood House will provide accommodation throughout the recruitment & selection process to applicants with disabilities. During any stage of the recruitment process, please indicate the nature of any accommodation(s) you may require. Any information received relating to accommodation measures will be addressed confidentially.**

#### Responsibilities:

- Research, test out and recommend new and updated in-person and virtual recreational, social and motivational activities and innovative approaches that meet the needs of older adults and other persons with special needs as a result of Alzheimer disease and similar disorders such as strokes and Parkinson's disease;
- Plan, implement and evaluate activity plans and co-create participant specific recreational and therapeutic activities with program participants and their caregivers;
- Check and adhere to the participant's daily care plan for prescribed care/social activities;
- Monitor virtual care participation and provide Day Services @home visits as required;
- Co-develop bi-weekly calendar of activities with other team members and participants input;
- Collaborate in the planning and delivery of special program events, activities, outings or special celebrations;
- Provide hands-on personal care, such as feeding, cleaning-up, toileting and personal hygiene, in accordance with the participant's care plan;
- Escort participants to, from and within program as per their care plan;

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West Neighbourhood House is an equal opportunity employer. We thank all applicants, but only those candidates to be interviewed will be contacted.

*A United Way Member Agency*

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- Monitor participant interactions, note and report on changes in behavior and other occurrences;
- Monitor participants safety and ensure they remain within designated areas;
- Resolve crises or conflicts between participants;
- Maintain the program area in a neat and clean state at all times, including cleaning and sanitizing the kitchen and washrooms areas;
- Participate in OAC Unit activities, short and long-term planning initiatives for the Centre, on in-house committees, other house wide initiatives or activities;
- Other duties as assigned.

### Qualifications:

- **Demonstrated knowledge of working with the elderly and individuals with special needs as a result of Alzheimer disease and similar disorders such as strokes and Parkinson's disease, through relevant post-secondary education and experience in activation, gerontology, health, art therapy, music therapy or recreational therapy;**
- Recent experience and well-developed skills in program planning and development, implementation and evaluation of activities that are culturally appropriate and sensitive to the needs of the participants we serve;
- Experience and ability to physically provide program services and activities, including food preparation, feeding and cleaning of program area, toileting, personal and hygiene care, and assist with mobility;
- Skill in crisis intervention, conflict resolution, and group facilitation;
- Demonstrated organizational, time management and interpersonal skills;
- Proven leadership and motivational skills;
- Demonstrated ability to be creative and energetic;
- Ability to work in a multi-ethnic, multi-racial community setting;
- Well-developed verbal and written communication skills in English;
- **Verbal fluency in a language relevant to program demographics is a requirement;**
- Availability to work evenings and weekends is a requirement;
- Possession of a drivers licence an asset.

<b>Status:</b>	Permanent Full Time (CUPE Local 3393 Bargaining Unit Position)
<b>Start Date:</b>	ASAP
<b>Hours:</b>	35 hours per week (Weekly schedules between 8:00 a.m. and 9:00 p.m., 5 days a week between Sunday-Saturday) Occasionally this position may also require outside regular work hours for emergency situations. The position is mobile and may require significant travel between program locations and home visits.
<b>Rate:</b>	\$23.56 per hour plus \$3/hour provincial wage enhancement for direct care only
<b>Unit:</b>	Older Adult Centre
<b>Immediate Supervisor:</b>	Program Manager, Adult Day Services
<b>Posting Date:</b>	July 18, 2025
<b>Closing Date:</b>	July 25, 2025
<b>Note:</b>	<b>All Adult Day Program employees are required to be fully vaccinated as a condition of hire in accordance with the West Neighbourhood House Covid-19 Vaccination Policy.</b>

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**To apply, please send us a resume and a cover letter describing your understanding of adult day programs and how these programs support people and their caregivers. Also describe your understanding of the Activity Worker role.**

**Please send your resume and cover letter clearly indicating “Activity Worker, Adult Day Services” by 5:00 pm on the closing date to:**

Program Manager, Adult Day Services  
248 Ossington Ave.  
Toronto, ON  
M6J 3A2  
[nicoca@westnh.org](mailto:nicoca@westnh.org)