

SUMMIT HOUSING & OUTREACH PROGRAMS



JOB POSTING

SOCIAL RECREATION WORKER – UNION (Permanent, Full Time)

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| Job Title: | Social Recreation Worker |
| Area of Responsibility: | Health and Wellness |
| Reports to: | Manager, Case Management & Health and Wellness |

Purpose of Position:

Reporting to the Manager, Case Management & Health and Wellness Programs, the Social Recreation Worker plans, coordinates and carries out group activities, outings, and large agency wide events for persons with mental health needs. This position promotes wellness and recovery through community involvement and group participation, and endeavors to meet clients' physical, social, emotional, intellectual, and cultural needs and interests.

Key Responsibilities:

- Plans, coordinates, implements and/or evaluates the social recreation activities, groups and special events for the Summit Housing & Outreach Programs Health and Wellness Program.
- Under the supervision of the Manager, Case Management & Health and Wellness programs, researches, plans, implements and evaluates a variety of social recreational activities.
- Escorts and supports client groups to special events and community outings.
- Working with the Co-ordinator of Volunteers, identifies the need for and schedules both client and community volunteers.
- Provides a robust therapeutic recreation program to meet the many needs of our clients.
- Consults with and responds to client feedback to determine the recreational needs of the services users.
- Coordinates and supports a Health and Wellness Program member advisory committee.☐

Program Development

- Engages in community outreach and represents that program and agency in the community.
- Remains current in best practices in the field of social recreation and therapeutic support.
- Acts as an internal agency resource and champion to embed the Health and Wellness program in the agency continuum of care in partnership with the Co-ordinator of Volunteer.
- Makes suggestions for program and quality improvement to Manager in conjunction with the Co-coordinator of Volunteers.
- Oversees the compliance of all funder requirements.

Administrative

- Receives referrals, part of the intake process and group readiness assessments.
- Documents in agency electronic client record.
- Maintains up to date records regarding client activity attendance and use of services.
- Produces and distributes monthly calendar and newsletter for the Health and Wellness Program.
- Maintains equipment and work areas.
- Ensures the safety and security of participants and maintains a clean, tidy program environment.
- Monitors expenditures and takes corrective action where necessary.
- Distributes, collects and records client survey in accordance with funder requirements.

Mental Effort:

- Active participation is required in various Summit Housing & Outreach Programs meetings and community meetings.
- Sustained concentration for short periods of time is required to: read and write reports and read print materials.
- Frequent to occasional shifts in mental focus that are beyond the control of the job such as: responding to unexpected situations; need to respond to staff concerns.

Work Environment:

- Work is primarily indoors, with occasional travel outside to Summit Housing & Outreach Programs locations and special events.
- Position may require occasional trips to attend conferences seminars, and meetings.
- Job requires occasionally supporting upset individuals who require de-escalation, and responding to traumatic events such as attempted suicide, disturbed behaviour, and aggressive and/or violent incidents. The job also requires occasional exposure to risk of physical injury for irrational behaviour of clients.

Other duties as assigned by Manager, Case Management & Health and Wellness.

Qualifications and Requirements:

- Completion of a recognized Therapeutic Recreation program or Degree in mental health discipline or social work, or diploma coupled with social recreation programming experience. Minimum of 2 years’ experience.
- Working knowledge of databases and MS Office (specifically, Excel).
- Able to communicate effectively with diverse people.
- Excellent organizational and team coordination abilities.
- A pleasant, outgoing personality.
- Must be detail-oriented and well organized.
- Comfort in working independently, or with minimal oversight.
- Valid G driver’s license, adequate insurance coverage – use of a vehicle is essential.
- Proof of two-dose COVID-19 vaccination required.
- Second language is an asset.

Summit Housing and Outreach Programs strives to foster an equitable workplace that reflects the diversity of the community we serve and welcomes all qualified candidates including racialized individuals, members of the 2SLGBTQ+ communities, people with disabilities and people with culturally diverse backgrounds. Accommodation is available on request for candidates taking part in all aspects of the selection process.

Shifts: 8:30 a.m. - 4:30 p.m. 37.5 hours per week.
Monday to Friday with flexibility required for program needs.

Main Location: Halton Region

Term: Permanent, Full-time

Wage rate: Step 1: \$22.29; Step 2: \$23.47 (after probationary period)

Commencement Date: October 16th, 2023

Please submit resume to:

Krystale Spencer-Thomas
Director of Client Services & Quality
kstthomas@summit-housing.ca