

The WestCoast Native Health Care Society

Job title: Activity Aide	Bargaining Unit: HEU
Program/Service: Activity	Classification: 15002
Job Description:	Pay Grid: 22 (\$28.98) FTE: 0.60
Reports To: Activity Coordinator	Collective Agreement: Facilities Subsector
Job Summary: Resident and staff safety is a priority and a responsibility shared by everyone; as such, the requirement to continuously improve quality and safety is inherent in all aspects of this position. Under the general supervision of the Activity Coordinator position and in cooperation with the interdisciplinary team, the Activity Aide assists with the provision of activation and socialization programs for residents in both Long-term Care and Assisted Living.	
Duties and Responsibilities 1. Sets up and carries out established leisure and mobility programs for assigned residents, including organizing furnishings, supplies and equipment for projects and programs, and teaching activity techniques to the residents. 2. Reviews resident leisure/activity involvement and gives input and suggestions to overall individual holistic residents' care plans. 3. Observes and reports problems and/or changes in residents' abilities, emotional well being and social behavior to the interdisciplinary team. 4. Assists with established meal programs, including serving and collecting meal trays and feeding designated residents/clients as required. 5. Assists with residents/ in bed/toilet transfer activities and independent use of wheelchairs and ambulating aids, providing personal care assistance for residents as required. 6. In Assisted Living, performs Delegation of Task activities such as medication assistance under the direction of a Registered Nurse. 7. Works with volunteers in daily recreation activities, by providing direction and demonstrating related techniques as required. 8. Transports residents safely and efficiently utilizing mechanical aids, such as wheelchairs and stretchers. 9. Accompanies residents off-site on outings or to appointments, and during social activities, to provide assistance as required. 10. Performs related clerical duties. 11. Responsible for the routine inspection/maintenance of vehicles, equipment and supplies used in the recreation and leisure activities, reporting any missing, broken, damaged or shortage of supplies, and maintaining a clean and tidy work area. 12. Performs other duties as required.	

Qualifications
Education, Training and Experience: • Grade 10 and completion of a recognized Activity Assistant Program, plus two (2) years of recent, related experience or an equivalent combination of education, training and experience.
Skills and Abilities:
• Communicate effectively, both verbally and in writing. • Deal with others effectively. • Physically carry out the duties of the position. • Teach. • Organize work.