

## **SOCIAL RECREATION/ERS COORDINATOR**

**DEPARTMENT:** COMMUNITY SUPPORT SERVICES  
**REPORTS TO:** CLIENT SERVICES MANAGER  
**STATUS:** TEMPORARY FULL TIME  
**SHIFT:** DAYS  
**UNION:** SEIU  
**AVAILABLE TO:** INTERNAL & EXTERNAL CANDIDATES  
**DATE POSTED:** DECEMBER 13, 2023

### **POSITION DESCRIPTION:**

Functioning as an integral member of community support services team, this position will, plan and implement programs in the community that enhance connection, reduce social isolation, and provide key health promotion education and community engagement related to active aging through the outreach and coordination of social recreation programs. These programs maybe a combination of virtual and in-person. This position plays a pivotal role in raising the awareness of Community Programs [CP] individually with clients/families, as well as with the broader community. This position is also responsible for provision of service, office duties, installation's and troubleshooting for the Emergency Response System program which will include home visits. Additionally, this position provides back-up support to other community support service programs as required from time to time (Transportation, Meals on Wheels, Home Help/Home Maintenance, etc.).

### **QUALIFICATIONS:**

The successful candidate will possess:

- Recreation therapist, social service worker, adult education or related discipline is preferred
- Experience working with older adults and frail seniors; community development and/or health promotion
- Demonstrates excellent interpersonal skills and ability to work effectively with all levels of staff, patients and the community.
- Demonstrates ability to facilitate group speaking and presentations.
- demonstrated experience in adult education, training, and public presentations;
- experience with program development, implementation, and evaluation;
- exceptional listening skills;
- demonstrated proficiency with computers and excellent organizational and time management skills are required
- current CPR, a valid drivers' license and access to reliable vehicle, in addition to an ability and willingness to work flexible hours is mandatory.

### **SUBMIT APPLICATION AND RESUME TO:**

**Human Resources  
Haliburton Highlands Health Services  
Box 115, Haliburton, ON, K0M 1S0  
E-mail: [hr@hhhs.ca](mailto:hr@hhhs.ca)  
Fax: 705-457-4609**

### **PLEASE QUOTE JOB NUMBER:**

**2023-110**

### **DEADLINE:**

**May 12, 2022 @ 1600 Hours**

Haliburton Highlands Health Services thanks all applicants, however, only those selected for an interview will be contacted. If you are contacted by HHHS regarding a job opportunity or testing, please advise if you require accommodation. Information received relating to accommodation needs of applicants will be addressed confidentially.