



IDENTIFICATION

Department		Position Title	
Northwest Territories Health and Social Services Authority		Recreation Aide	
Position Number(s)	Community	Division/Region(s)	
37-1501	Fort Simpson	Continuing Care Services/Dehcho	

PURPOSE OF THE POSITION

The Recreation Aide assists in the implementation and design of programs that promote socialization and life skills that include recreational activities that improve the overall quality of life for residents in the Elders Care Home in Fort Simpson and clients of the Homecare Program. This program will be accomplished in accordance with the GNWT Continuing Care standards.

SCOPE

The Northwest Territories Health and Social Services Authority (NTHSSA) is the single provider of all health and social services in the Northwest Territories (NWT), with the exception of Hay River and Tłıchʼo regions, covering 1.2 million square kilometers and serving approximately 43,000 people, including First Nations, Inuit, Metis, and non-aboriginals. Health and social services includes the full range of primary, secondary and tertiary health services and social services including family services, protection services, care placements, mental health, addictions, and developmental activities, delivered by more than 1,400 health and social services staff.

While the Tłıchʼo Community Services Agency (TCSA) will operate under a separate board and Hay River Health and Social Services Agency (HRHSSA) will in the interim, the NTHSSA will set clinical standards, procedures, guidelines and monitoring for the entire Northwest Territories. Service Agreements will be established with these boards to identify performance requirements and adherence to clinical standards, procedures, guidelines and policies as established by the NTHSSA.

Under the direction of the Minister of Health and Social Services, the NTHSSA is established to move toward one integrated delivery system as part of the government's transformation strategy.

The NTHSSA-Dehcho Region (NTHSSA-DR) administers all regional health and social services delivered through 3 community health centers, 5 health cabins and 1 long term care facility in the Dehcho region. The NTHSSA-DR provides and supports the delivery of health care services to adults and children on an outpatient and outreach basis as well as to residents of the Long Term Care (LTC) facility in order to enhance healthy communities' well-being through excellence, accountability and respect for regional diversity.

This position is based out of the Elders Care Home in Fort Simpson. The incumbent will report directly to the Nurse in Charge (NIC) of the Long Term Care (LTC) facility. Utilizing existing health Care facilities and the incumbent will plan, organize and implement culturally appropriate activities that promote socialization and healthy lifestyles keeping in mind clients' mental, physical and emotional disabilities.

The Recreation Aide may at times work closely with the physician/CHN/physiotherapist (PT) and occupational therapist (OT) in the design of specific plans for individual residents and clients. If the Recreation Aide identifies residents and clients needing extra support he/she will consult with the NIC in regards to referrals.

The recreation aide may receive extra training in Rehabilitation Therapies and will carry out such activities under the guidance of the NIC and the visiting PT and OT.

RESPONSIBILITIES

1. Assist to promote the health and wellness of the Elders Care Home Residents and Continuing Care clients by planning and delivering programs and services that contribute to their physical, mental, emotional and spiritual well-being.

- Develops a monthly program that is based on participants varying abilities and feedback,
- Establishes individual care plans to meet the needs of participants, their caregivers and other care providers as required,
- Establishes a trusting relationship in a non-threatening environment recognizing the cultural and ethnic origin of each individual, and
- Ensures a safe, organized and home-like environment that encourages an optimal level of social, emotional and physical independence.

2. Designs and promotes recreational activities.

- Designs activities appropriate for a variety of age groups to develop socialization skills and to enhance physical abilities,
- Plans and organizes activities to accommodate a variety of interests and abilities,
- Collaborates with existing community organizations and encourages ECH

- residents to participate in community events, and
 - Plans and organizes activities that are culturally relevant to the client population.
- 3. Contribute to the overall functioning of the Elders Care Home team through participation in planning activities, projects and decision-making.**
- Works with the NIC to design a program that encourages life skill development and social well-being,
 - Submits written monthly reports to the NIC outlining the activities conducted and number of clients who participated,
 - Reports client progress and concerns to the NIC,
 - Participate in the implementation of unit projects,
 - Report any damage or problems with equipment, tools or structures used by the PSW or within the ECH to the NIC so that arrangements can be made for corrective action in a timely manner to ensure safety to clients and staff,
 - Submit supply/equipment needs to the NIC for review,
 - Performs all duties and assignments in accordance with established policies and procedures,
 - Complies with all safety rules and regulations,
 - Takes responsibility for assigned duties during emergency and disaster situations,
 - Uses proper body mechanics at all times,
 - Accepts additional assignments within scope of training (formal and or on the job), education, or experience,
 - Participates actively in orientation programs and on the job training, and
 - Participates actively in and assists with in-service education.
- 4. Incumbent participates as an active member of the Health and Social Services Team.**
- Assists with cultural and community orientation for NTHSSA staff when requested by the NIC,
 - Assists with facilitation with individuals and groups to form ideas on individual/community concerns,
 - Attends regular staff meetings with NTHSSA staff,
 - Attends and participates in appropriate training workshops,
 - Provide assistance with interpretation when called upon, and
 - Work with the other staff to ensure continuity of care to clients.

WORKING CONDITIONS

Physical Demands

Approximately 60% of the incumbent's day will be performing tasks that may require physically demanding including but not limited to transferring clients, repeated exercise motions, lifting and moving of equipment as the incumbent assists residents and clients.

Environmental Conditions

The incumbent may be exposed to communicable diseases, blood and body fluid that can result in potential health risk to the incumbent.

Sensory Demands

The incumbent will be required to use the combined senses of touch, sight and hearing during the provision of care in a variety of settings.

The incumbent must be constantly aware of the resident's physical and emotional needs (mood, etc.) while providing care.

Mental Demands

The Recreation Aide is expected to remain calm, controlled and professional, regardless of the situation and demonstrate compassionate care to the resident/client, family and other members of the health care team.

Within the health profession, there is significant lack of control over the work pace, with frequent interruptions that may lead to mental fatigue or stress. There is legitimate concern about being responsible for the lives of residents and patients and their families, risk of assault and unknown and unpredictable situations. Cognitively impaired clients can be combative.

The incumbent may be exposed to aggressive and demanding clients/families.

KNOWLEDGE, SKILLS AND ABILITIES

- The incumbent should have knowledge of cognitive and functional development and impairment related to physical therapy including anatomy, physiology and pathology in all age groups.
- An ability to apply therapeutic processes within one's scope of training to ensure the patients' physical, emotional, psychosocial, educational and day-to-day living needs is met.
- Knowledge and aptitude for working with the elderly and physically / mentally challenged;
- Knowledge of and ability to operate a desk top computer in order to send and receive electronic mail and conduct research over the internet.
- Knowledge of and ability to operate word processing applications (i.e. Microsoft Word) in the completion of reports, training materials and presentations.
- The incumbent must have well-developed organizational, interpersonal and analytical skills and must be able to maintain a high degree of confidentiality and diplomacy.
- Strong ability for working independently while remaining part of a team work environment;
- Must be able to read, speak and write English fluently.
- Knowledge of the local Aboriginal language considered an asset.
- The incumbent must be able to work effectively in a cross-cultural setting.
- Knowledge and understanding of the NTHSSA and GNWT strategic plans

- Knowledge and understanding of the policies and procedures of the NTHSSA including confidentiality and the Continuing Care manual.
- Treats clients and others with respect;
- Possess a valid Class 5 Driver's License;

Typically, the above qualifications would be attained by:

A college diploma or certificate in leisure studies, gerontology, recreation therapy, etc. and or one year in recreational programming in a Long Term Care facility.

ADDITIONAL REQUIREMENTS

NTHSSA-Dehcho Region Requirements

Within the NTHSSA, all health care providers must be able to acquire within a reasonable time frame and remain current with the following training and certifications:

- CPR and First Aid
- Internet and email application
- WHMIS
- In-service training on proper body mechanics
- Training in Non-Violence Crisis intervention
- Elders in Motion training
- Supportive Pathways Training

Position Security (check one)

- ☐ No criminal records check required
- ☒ Position of Trust – criminal records check required
- ☐ Highly sensitive position – requires verification of identity and a criminal records check

French language (check one if applicable)

- ☐ French required (must identify required level below)
 - Level required for this Designated Position is:
 - ORAL EXPRESSION AND COMPREHENSION
 - Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
 - READING COMPREHENSION:
 - Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
 - WRITING SKILLS:
 - Basic (B) ☐ Intermediate (I) ☐ Advanced (A) ☐
- ☐ French preferred

Aboriginal language: Aboriginal Language - not specified

- ☐ Required
- ☒ Preferred