

Therapeutic Recreation Facilitator – Full time – 1-Year Contract – Oxford

Posting date: January 26, 2026

Closing date: When filled

About This Position:

Immediate Supervisor: Manager of Therapeutic Recreation

Direct Reports: None

Job Status:

Full-time, 1-year contract

(this is a current role / vacancy)

Location:

Alzheimer Society Southwest Partners: **Oxford Site** – office location: 575 Peel St. Woodstock, with programming held at site locations throughout the community.

(Some limited travel may be required within Middlesex and Elgin counties)

Summary:

The Alzheimer Society Southwest Partners offers group-based recreation programs for clients living with dementia. Clients participating in recreation are typically in the early to mid-stages of the disease. These programs are designed to support clients' overall wellbeing, using the domains of Therapeutic Recreation through a holistic lens. The Alzheimer Society Southwest Partners provides clients and care partners with the foundational knowledge, skills and awareness to support successful Therapeutic Recreation interventions both in programs and at home.

Duties and Responsibilities

- Oversee the set-up and clean-up of the group programming;
 - during set-up: welcome participants collaboratively with volunteers, setting the tone' to demonstrate a safe, stigma free, inviting environment;
- Plan, prepare and implement engaging and appropriate recreation programming for participants, using a person-centered approach;
 - identifying and utilizing modifications where necessary;
 - identifying skills, or barriers for client's overall success;
 - using the leisure and well-being model to guide your practice;
- Completed mandatory education and training such as CSS Dementia Education, GPA training sessions, and additional training as required;
- Maintain inventory of supplies, purchase new materials to ensure preparedness for program implementation;
- Maintain client records, ensuring documentation, assessments as required and client information are accurate and complete;

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- Complete administrative tasks related to intake, ongoing attendance and discharge from Therapeutic Recreation programs;
- Provide in-service training to volunteers to ensure education and skills are supported for a positive experience;
- Supervise and provide ongoing support to volunteers, working within Therapeutic Recreation programs.
- Active engagement and involvement in team meetings;
- Communicates effectively and professionally with direct team and interdisciplinary team to support an overall circle of care;

Evaluations and Other Responsibilities:

- Participation in quarterly performance management meetings and annual performance review with Manager of Therapeutic Recreation;
- A strong knowledge and understanding of clinical process;
- Work with program team to continually evaluate group programs by soliciting ongoing feedback from clients in groups as well as asking group participants to complete written questionnaires as appropriate;
- Always represent the Alzheimer Society Southwest Partners in a professional manner, treating all associated individuals (colleagues, volunteers, internal and external clients and stakeholders) with respect and dignity;
- Always act in the best interest of the Society;
- As an employee of a non-profit organization, you are expected to participate in fund development activities as required;
- Other related duties as requested by the Manager of Therapeutic Recreation, Director of Programs and Services and/or CEO;

Required Qualifications:

- Therapeutic Recreation Degree and/or Recreation and Leisure Diploma, or, significant and relevant work experience or a combination of both;
- A minimum of two years of experience facilitating recreation group programs, comprised of diverse individuals with complex needs;
- Experience working with older adults, those living with Alzheimer's disease and other dementias preferred;
- Excellent observation skills and ability to assess environment and client's functional abilities over short (a few hours) and extended (over multiple weeks) periods of time;
- Demonstrated leadership skills;
- Experience working with volunteers an asset;
- Ability to work independently to develop curriculum for the program;
- Ability to work well and cohesively in a close team environment;
- Flexibility and adaptability in relation to program planning and delivery;
- Ability to use discretion, and judgment in handling sensitive or confidential information or situations;
- Valid driver's license and access to own vehicle;
- Valid First Aid and CPR certification required;
- Valid Vulnerable Sector Police Check screening required;
- Senior Fitness Instructor Certification;

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- Safe Food Handler's Certificate;

Preferred Qualifications:

- R/TRO or CTRS desired
- Dementiability
- Senior Fitness Instructor Certification

Working Conditions:

In office setting. General office duties, typing, filing, occasional lifting / carrying 25lbs, reaching, bending, walking, sitting, and standing. Freedom of movement throughout the day. Some travel required. Occasional, limited evening and weekend work required.

About Us

Organization Overview:

The Alzheimer Society actively supports families and individuals affected by Alzheimer's disease and other dementias. We advocate for and provide support services, education, and funding for research for those affected by Alzheimer's disease and other dementias.

Our Vision:

No one impacted by dementia goes unsupported.

Our Mission:

We provide community and person-centered support and education to those impacted by dementia.

Our Values:

Collaboration, Excellence, Respect, Compassion and Belonging.

Website: www.alzswp.ca

WHY US!

- Positive work culture and great team with meaningful goals and values
- Employee assistance program
- Professional development opportunities
- Salary Grade: 4 - \$41,213 - \$61,820 per year
- Generous paid vacation time, paid sick time, personal days and birthday off paid
- Office hours: Mon - Fri, 8:30 am to 4:30 pm
- 35-hour work week

TO APPLY:

Interested applicants will submit a **complete application package including cover letter and resume in .pdf format to: HR@alzswp.ca** (with the job title listed in the subject line).

All applicants will be screened based on receiving a complete application package and according to the qualifications listed in the posting. We thank all applicants for their interest, only those selected for an interview will be contacted.

Commitment to Equitable Recruitment:

The Alzheimer Society Southwest Partners (AlzSWP) recognizes the value and dignity of each individual and ensures everyone has genuine, open, and unhindered access to employment opportunities, free from any barriers, systemic or otherwise. We are dedicated to building a diverse and inclusive work environment, where the rights of all individuals and groups are protected and all members feel safe, respected, empowered, and valued for their contributions.

Our values (collaboration, excellence, respect, compassion and belonging) and are the guideposts we use for decision-making of all kinds. We believe that this will guide the organization toward a place of inclusion for all - where equity and access to essential supports and services becomes the reality.

We are committed to inclusive, barrier-free recruitment and selection processes in accordance with the Human Rights Code and AODA. AlzSWP welcomes those who have demonstrated a commitment to upholding the values of equity and social justice and we encourage applications from First Nations, Inuit and Métis, Indigenous Peoples of North America, Black and persons of colour, persons with disabilities, people living with dementia, care partners and those who identify as 2SLGBTQAI+.