

# Surrey Association For Community Living

## JOB DESCRIPTION

### DEPARTMENT - FAMILY SERVICES

**Job Title     ACTIVITY WORKER/RECREATION COMMUNITY WORKER**  
**GRID LEVEL: 8**  
**(JJEP - ACTIVITY WORKER)**

#### **Job Summary**

Plans, organizes, implements, and evaluates community-based recreational, social and/or educational activities. Encourages and facilitates clients' participation in activities.

#### **Key Duties and Responsibilities**

1. Plans, organizes, implements, and evaluates community-based recreational, social and/or educational activities to meet clients' needs.
2. Encourages and facilitates clients' participation in activities; provides guidance and instructions.
3. Monitors and observes clients' behaviour. Report problems to the supervisor.
4. Provides skill-building to clients such as life skills and social skills; models appropriate behaviour.
5. Ensures the safety of clients. Responds to emergencies in accordance with established policies and guidelines.
6. Participates in the development of individual activity plans.
7. Accompanies and/or transports clients to activities.
8. Administers medication as required in accordance with established guidelines, procedures and instructions.
9. Maintains related records and statistics and produces reports as required.
10. Maintains liaison with clients' families, other community service providers and professionals.
11. Performs other related duties as required.

#### **Qualifications**

- Certificate/Diploma in a related human / social service field.
- Six (6) months recent related experience or an equivalent combination of education, training and experience.
- Updated Resume or Curriculum Vita
- Community Services Certificates/Diplomas or supportive information to support application
- Valid Food Safe
- Valid CPR & First Aide Certificate
- CPIC – clear Criminal Record
- Doctor's Note – Stating In Good Health
- TB Results – Negative
- Valid Class IV unrestricted
- Motor Vehicle Branch - Driver's Abstract
- References (2 professional & 1 personal)