

Recreation & Leisure Animator

Reports to:	Executive Director
Hours of Work:	Part-time, 16-24 hours per week
Work Schedule:	Weekends and occasional evenings

Grace Village is a non-profit senior care facility dedicated to delivering Excellent, Loving, and Compassionate Care to residents who have experienced a loss of autonomy. We foster a supportive, team-oriented work environment, focused on enhancing the lives of our residents through individualized, person-centred care and enriching activities.

The Recreation & Leisure Animator is responsible for designing, organizing, and facilitating individual and group activities that promote the emotional, social, physical, and cognitive well-being of residents. Working closely with the Recreation & Leisure team, the Animator contributes to enhancing the quality of life and creating meaningful moments for the residents of Grace Village.

Key Responsibilities

- Plan, prepare, and deliver recreational activities tailored to individual and group needs.
- Collaborate with the Recreation & Leisure Assistant to develop monthly activity calendars.
- Facilitate large-scale programs, special events, virtual visits, and resident phone calls.
- Encourage and support resident participation, assisting residents to and from activities as needed.
- Decorate common areas with seasonal or thematic décor to enhance the environment.
- Collect resident stories and photos for communication initiatives, including social media and the website.
- Engage and support volunteers in the delivery of activities and events.
- Monitor and maintain activity supplies and report inventory needs.
- Maintain accurate participation tracking and provide feedback to the Executive Director.

Qualifications

- Post-secondary education in Recreation and Leisure Studies, Special Care Counselling, Therapeutic Recreation, Community Development, Kinesiology, or a related field (an asset).
- Certification in First Aid and CPR (an asset).
- Proficiency in English and basic French.
- Computer skills including Microsoft Outlook, Word, PowerPoint, and internet navigation.
- Valid driver's licence (an asset).



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Skills and Competencies

- Excellent interpersonal and communication skills.
- Ability to build trusting and supportive relationships with residents, families, and team members.
- Sensitivity and respect toward the customs, values, and preferences of seniors.
- Creativity and adaptability in planning engaging activities.
- Physical ability to bend, stretch, stand, sit, and lift up to 25 pounds.
- Strong organizational skills and attention to detail.
- High level of discretion and professionalism.
- Ability to work independently and collaboratively in a team environment.

Why Join Us?

- Opportunity to make a meaningful difference in seniors' lives.
- A supportive and mission-driven team environment.
- Training opportunities and professional development.
- Free on-site parking

To Apply:

Please submit your CV to rh@masscom.ca with the subject line "**Recreation & Leisure Animator Application**".

We thank all applicants for their interest. Only those selected for an interview will be contacted. Grace Village is committed to employment equity and diversity and encourages applications from all qualified individuals.