POSITION TITLE: Lifestyle Assistant

Employment Type (FT, PT, Contract): Part-Time
Rate of Pay:
Job Location: Ancaster, On
Hours of Work: 30 hrs biweekly minimum
Start Date: ASAP
Application Deadline: September 1, 2020

COMPANY NAME: Meadowlands Retirement - A V!VA Retirement Community
Street Address: 1248 Mohawk Road W., Ancaster, ON L9K 1P5
Phone: 905-304-1968 ext. 416
Fax: 905-304-1949
Email: dawn.mckirdy@vivalife.ca
Website: www.vivalife.ca

General Description of Duties:
The successful candidate should have a passion to raise the bar in the Retirement industry; be an energetic, motivated team player who is able to inspire others to provide the highest standards of performance and customer service. Experience in a similar setting with skills and knowledge in the areas of coordinating seniors’ activities, leading physical fitness programs and managing volunteers are desired assets. If creativity, innovation, service and a chance to make a difference in people’s lives are important, then we are eager to hear from you. The Lifestyle Assistant reports to the Lifestyle Manager. The incumbent is responsible for understanding the needs and wants of each Community Member, in terms of services and activities which will interest them and which will be to their benefit. The Lifestyle Assistant helps to create, implement and deliver programs and events which engage Community Members.

Skills and Experience Required:
The successful candidate will be required to possess: Post secondary education in a related field • Some experience with seniors is desired • Knowledge in MS office (outlook, word, excel) • Ability to communicate clearly with peers and subordinates. • Ability to work as a Team Member, understanding the priorities of others • Ability to manage their time effectively with little supervision • Up to date police check-vulnerable sector * verified annually • Valid driver’s license preferred • Class F license or willing to obtain shortly after hire is a preference and may be required • CPR & First Aid • Smart Serve Certificate • Able to bend, stretch, sit and stand for long periods. Able to lift a maximum of 50 lbs • Ability to work flexible hours and weekends • Available for call-ins

How to Apply:
contact employer directly through email: dawn.mckirdy@vivalife.ca

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