HavenGroup
LIFE SERVICES FOR SENIORS

EMPLOYMENT OPPORTUNITY
AT
HavenGroup

RECREATION AIDE-REST HAVEN:	Open to all qualified applicants (internal/external)
POSTED:	October 30, 2026
POSITIONS AVAILABLE:	.80 EFT permanent position #3
SHIFT LENGTH AND TIMES:	11:30am to 7:45pm, 7:15am to 3:30pm, every other Saturday
EFFECTIVE:	As mutually agreed
DEADLINE:	November 6, 2026 at 1:00pm

ACCOUNTABILITY: Director of Support Services

POSITION PURPOSE: Under the direction of the Director of Support Services, the Recreation Aide is responsible for assisting in the assessment, planning, implementation and evaluation of the recreation program. The position will carry out their responsibilities in accordance with the Mission, Vision and Values, policies and procedures of HavenGroup.

QUALIFICATIONS:

EDUCATION/CERTIFICATION:

- Completion of Recreation Facilitator for Older Adults preferred
- May accept two (2) years of Long-Term Care Recreation Aide Experience
- DementiAbility education, or willing to obtain by participating in HavenGroup's in-house DementiAbility education
- Certified Food Handler Certificate
- Valid driver's license and vehicle (travel may be required)

KNOWLEDGE REQUIRED:

- Strong and effective verbal and written communication skills
- CPR certification preferred
- Awareness of policies dealing with abuse, confidentiality, conflict of interest and resident rights; the reporting of related incidents
- Basic computer functioning capabilities within a Windows environment

EXPERIENCE REQUIRED:

- Minimum one (1) year recent experience, preferably in long term care
- Ability to foster an environment which is conducive for residents to participate in activities
- Demonstrated flexibility to manage on-going change

SKILLS/COMPETENCIES/CONDITIONS OF EMPLOYMENT:

- Ability to establish and maintain good working relationships with residents and families, volunteer coordinator, recreation facilitators, volunteers, nursing staff, personnel from other departments, the general public and community agencies
- Team player with the ability to work independently with minimal supervision
- Strong organizational skills and flexibility to meet the demands of the position
- Mental and physical health to meet the demands of the position

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Salary as per HavenGroup approved wage scale.

HavenGroup offers comprehensive benefit packages that vary dependent on employee status that include:

- Company Pension Plan
- Dental
- Extended Healthcare
- Group Life Insurance
- Disability and Rehabilitation
- Employee Assistance Program

For confidential consideration, please forward your resume to Angie Knudsen, Human Resource Officer at aknudsen@havengroup.ca. Applications may also be submitted via the following link: https://havengroup.ca/jobs. This position will be posted until filled.

The successful applicant will be required to submit current copies of a Criminal Record Check, including Vulnerable Sector Query, an Adult Abuse Registry Check, and a Child Abuse Check, at their own expense, prior to the start date of employment (original copies required).

We thank all of those who express interest in this position, however,

only those invited for an interview will be contacted.