



# Tudor House

## Personal Care Home



800 Manitoba Avenue  
Selkirk, Manitoba  
CANADA  
R1A 2C9

**“Accredited 2018-2022 by Accreditation Canada”**

Tel: (204) 482-6601  
Fax: (204) 482-4369  
Email: [tudor@mytudor.ca](mailto:tudor@mytudor.ca)  
Website: [www.mytudor.ca](http://www.mytudor.ca)

**January 18, 2021**

**Recreation Assistant (Untrained)**

**POSITION POSTING # N20210118-01**

**Description:** 1.0 EFT Indefinite Term Recreation Assistant (Untrained) Position

**Duration:** Indefinite Term position

**Probation:** as per IUOE Collective Agreement

**Hours of Work / Pattern:** as scheduled or assigned, Days, Evenings, Weekends and Holidays.  
Pattern will be changed as required to meet operational requirements. (Present position is Days/Evenings) (*Current pattern is in process of development*).

**Qualifications and Standards of Employment:**

- Preference given to previous recreational experience
- Related experience in a Personal Care Home/Health Care an asset
- Must have good physical and mental health to meet the demands of the job.
- Must have ability to transfer residents according to policy, move and bend without difficulty and walk long distances throughout the shift.
- Must demonstrate tidy professional appearance, good interest, cheerful attitude, and positive team building interpersonal skills.
- Completes and maintains a satisfactory pre-employment security check
- Satisfactory employment record
- Must comply with all employer policies including Abuse and Confidentiality Policy.

**Responsible for:** (*Function and duties include but are not limited to the following*)

- Assists with scheduling visits with families.
- Assists with transportation of residents to/from visitation areas.
- Transports material and distributes supplies as necessary.
- Keeps resident visitation areas neat and tidy, removing and cleaning/disinfecting all areas between resident visitation episodes, etc.
- Monitors resident visitations ensuring Infection Prevention and Control practices are maintained including the maintenance of physical distancing requirements.
- Supports visitors – answers questions as able and provides information and support to visitors to ensure they understand their responsibilities for a safe visit, teaches visitors appropriate use of PPE when required. Monitors interactions between residents and visitors to ensure compliance with Public Health orders and policies and procedures. Seeks assistance from supervisor for any areas of concern.
- Assists residents with virtual visits – ensuring residents are able to establish virtual connection with their loved ones, and that shared equipment is cleaned between resident use.
- Assists recreation staff, when time permits, with recreation program activities including bringing residents to program areas and returning them to their rooms, setting up recreation activities, etc.
- Assists with feeding of residents at breakfast, lunch, and supper
- Performs other duties as assigned.

*Mission: “Elder Centered Care, Provided with: Quality Dignity Compassion Empathy Partnership”*

**Responsible to:** - Recreation Supervisor/Nurse Managers/CEO/DOC

**Salary Range:** - Untrained Recreation Assistant as per IUOE Collective Agreement  
(currently \$16.549 hr.)

**Benefits:** - as per IUOE Collective Agreement (Pension Plan, D&R, Benefits, etc....)

**Start:** - Feb 1, 2021

**Stop:** - Indefinite Term (subject to 48hr notice)

**Letter of Application for Job Posting & Internal Transfer will be received by: "Denise Smith".**

**Applications Accepted until January 25, 2021 or until position filled**

**NOTE: This position is subject to a satisfactory Criminal Record and Child & Adult Abuse Registry Check. We thank all applicants. However, only those Applicants selected for an interview will be contacted.**