

**POSITION VACANCY POSTING FOR  
ADRIAN HOUSE**

**Job Title:** Activity Coordinator

**Status:** Full-Time

**Posting Period:** May 4 – May 25, 2022

**Summary of Job Description:**

Reporting to the Manager of Care, the Activity Coordinator is responsible for planning, implementing and evaluating social and recreational programs and activities for residents. The Activity Coordinator supervises and provides direction to Mental Health Workers to assist with planned programs. The Activity Coordinator administers oral and topical medications to residents. Encourages and provides assistance with activities of daily living. Assists with grocery shopping and meal preparation with residents. Performs other related duties under the direction of the Manager of Care.

**Qualifications Required:**

- Secondary School Graduation
- Diploma in Therapeutic Recreation
- Experience working with people with mental health and addictions
- Food Safe Certificate
- Class 5 Driver's License
- CPR and First Aid Certificate
- Recent Criminal record Check

**Hours of Work:** This position is Monday to Friday from 0830-1630hrs

**Area of Work:** this position is for the licensed care facility at Adrian House – 948 & 950 Howard Avenue, Burnaby BC.

**Commencement date:** Jun 6, 2022

**End Date:** N/A

This is a unionized position with HEU.

**Please Apply to:**

Faranak Sajednia – Manager of Care Adrian House

Email: [faranaks@pclaservices.ca](mailto:faranaks@pclaservices.ca)

P: 604-299-4985 ; F: 604-299-4980