

# Join us as a

# Team leader at the Permanent Activity Center!

## Your role will be:

## **Team management**

- Manage and supervise the operations of the therapeutic activity specialists' team (organization of tasks and distribution of responsibilities) to ensure optimal operation of the Center.
- Plan and coordinate activity programming, special projects and thematic activities in collaboration with the therapeutic activity specialists' team.
- Plan and actively participate in team meetings and in Programs and Services department meetings, as needed.
- Follow up and support staff in drafting regular reports, monitoring invoicing, tracking statistics and managing petty cash and expenses.
- Collaborate with the Activity Centers Coordinator regarding the specific needs of participants', identified from the results of reports, in keeping with the principles of the person-centered approach and recommend solutions to optimize operations.

#### Intervention

- Animate and evaluate person-centered activities, both individual and group, with clients living with a neurocognitive disorder, in collaboration with the therapeutic activity specialists' team.
- Assess client needs, monitor participation and ensure an appropriate ratio of staff to participants, based on the group's needs.
- Manage client files, drafting regular reports and notes on participants' attendance and progress, as well as on the progress of interventions.

## You will need:

- Diploma as a specialized educator, recreation technician or therapeutic recreation technician, or significant experience in recreation intervention, recreology, special education, gerontology, health or social work with people living with a neurocognitive disorder.
- Good understanding of neurocognitive disorders and their impact on individuals, with the ability to adapt interventions to the specific needs of each person using a person-centered approach.
- Experience in team management.
- Fluency in French and English is desirable to provide a helping relationship, orally, with a non-French-speaking clientele representing approximately 40% of the Society's clientele.



## You will have access to:

- · Competitive salary and attractive benefits.
- 35h/week permanent position with flexible hours to balance personal and professional life.
- Free Friday afternoons during the summer.
- 10 days personal and sick leave.
- Training offered (First Aid, PDSB, CPR, professional training on TNC and various approaches...) and coaching from experts.
- Free parking and proximity to a metro station.
- A dynamic and humane work environment where you can make a real difference in the lives of participants.

## Our mission

Alleviate the social and personal consequences of Alzheimer's disease and related disorders by offering cutting-edge interventions, care and support services that have a positive long-term impact.

Throughout the recruitment process, let us know if you need any accommodation, adaptation or support related to a particular situation. This will enable us to propose measures to facilitate your recruitment experience with us. Our premises are accessible and adapted. We can also provide you with additional directions for an optimal move, if required.

The Alzheimer Society of Montreal is committed to equal opportunity for all. We value diversity in all its forms among our staff and encourage applications from all backgrounds.

# JOIN OUR TEAM!

