

**County of Lambton  
Position Description**

**Position Title:** Recreation & Leisure Staff

**Division:** Long-Term Care

**Group:** CUPE 2557

**Immediate Supervisor:** Recreation & Leisure Supervisor

**Position Summary**

Provide recreation, leisure and social opportunities and therapeutic services, during days, evening and weekends. These will include a range of indoor and outdoor activities and outings, scheduled in a manner that allows all Elders in the Home to benefit. Programs and activities will be provided to help enhance each Elder's quality of life and will reflect their past and current interests.

**Job Duties and Responsibilities**

**Therapeutic Activities:**

- Assist with therapeutic activities i.e. walking program, exercises ROM, dining assistance
- Assist Elders to create specific wellness goals, providing encouragement and support for their participation in therapeutic activities of their choice.
- Complete referrals for seating and mobility equipment
- Co-ordinate with Elders / families and outside vendors for the purchase of appropriate mobility devices for Elders

**Recreation and Social Activities:**

- Develop, co-ordinate, implement, and evaluate Elder programs/ activities, both in the Home and in the community. A mix of individual, small and large group options will be available
- Provide opportunities for Elder and family input in the development and scheduling of recreation and social activities
- Provision of information to Elders about community activities that may be of interest to them
- Support and assist Elders to participate in independent activities in the Home and community
- Program planning and implementation, dietary requisitions, van bookings, room bookings, outing forms, schedule volunteers, purchase supplies, assist Elders to and from programs/activities, set-up, and clean-up of program/activity spaces
- Attend department meetings as well as interdisciplinary and committee meetings

**Documentation:**

- Document and update individual Elder care plans
- Complete daily documentation, resident profiles, attend care conferences and complete quarterly summaries

- Complete Elder assessments (MDS-RAI) and work with Elders/families to develop, monitor and update goals

**Auditing:**

- Complete all required audits which may include, Elder goal audit, equipment logo audit, fridge / freezer audits, program cancellations, monthly calendar, program evaluations, ongoing assessments
- Maintain a safe environment

**General:**

- Incumbents must keep up-to-date on all relevant legislation, collective bargaining agreements, County Policies and Procedures, etc. ensuring that these are implemented as prescribed
- Incumbents must possess the physical ability to meet the duties and responsibilities of the job description and/or the requirements identified within the position's Physical Demands Analysis

These describe the general nature and level of work being performed by incumbents in this classification. They are not an exhaustive list of all job duties in the classification. Other duties may be assigned.

### Supervision Requirements

**Direct Supervision:** Not applicable

**Indirect Supervision:** Not applicable

**Functional Authority:** Direct volunteer and student activities

### Credentials Required

**Minimum Formal Education**

- Completion of a recognized post-secondary degree or diploma in Recreation and Leisure Studies, Gerontology or a related discipline or Post diploma course at the University or Community College level in Therapeutic Recreation, Recreation and Leisure Studies, Gerontology or a related discipline.
- A valid Ontario Driver's License is required. A valid class "F" Ontario Driver's License is preferred.

**Experience**

- Two years' experience in a medical or therapeutic setting, preferably a long-term care home

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