

Position Opportunity: Recreation Service Provider

Who is Causeway?

Causeway is a not-for-profit agency that empowers ALL people by helping those with mental illness and other challenges prepare for and find meaningful work. We have a desire to see people treated with dignity and respect. We believe that there is no limit to anyone's potential. By leveraging their talents and abilities, we work to shift society's perspective regarding people whose value has not yet been recognized.

What will I be doing?

The Recreation Service Program is designed to provide adults with mental illness living in homes in the Ottawa area, with recreational activities both in homes and in the community at large. The goal being to increase participation and integration into community-based events, promoting social inclusion and to help provide clients with the tools to create meaningful relationships. The Recreation Service Provider is responsible for: delivery of all recreation, leisure and sport activities in order to provide opportunities and encourage and promote a healthy lifestyle and wellbeing for all clients. The Recreation Service Provider will develop sustainable relationships with clients living in semi independent living homes, liaise with support workers and home providers in a productive and effective manner, meet the projected program targets and outcomes set out by Management or the funder, research and deliver events and activities in the community that will benefit all clients involved

What will my duties include?

- Assess the recreation and leisure requirements of clients
- Communicate with home owners and clients to determine their needs and interests
- Research cost effective recreation and leisure events in the community
- Work in collaboration with the team to create a schedule of events to be posted in homes and communicated to clients
- Evaluate the effectiveness of programming and make changes as necessary
- Supervise, lead & participate in all activities
- Liaise with community partners and support staff
- To accurately maintain all client files within client hard copy files and in the EMH database
- To keep accurate and timely statistics
- Perform other duties as required

What will I bring to the organization?

- Ability to deliver services in English and French considered an asset
- Post-secondary education from an accredited educational institution/related work experience
- A passion and strength for relationship building
- Knowledge of public events in the community
- Strong knowledge of Microsoft Office applications
- Experience/knowledge of mental health, addictions and disabilities

- Strong leadership skills
- Ability to multi-task & work a flexible schedule including possible evenings and weekends
- Exceptional communication skills, both written and oral
- Excellent time management skills, well organized with attention to detail
- Strong decision making and critical thinking skills
- Criminal Record Check
- Own vehicle an asset

Why should I work here?

At Causeway, we are focused on building better communities by employing each person's abilities and this starts with our team. When you join Causeway, you can expect:

- A supportive, inclusive and collaborative environment
- Starting salary of \$40,000/year
- 3 weeks' vacation leave/year
- Generous sick time, appointment time and statutory holidays
- Additional paid time over the holiday break between Christmas and New Year's Day
- Free access to a full onsite gym
- Group Benefits and Pension Plan (shared by employer and employee)
- Opportunities for professional development, training and continuous learning

How do I apply?

Please send a copy of your resume and cover letter to Lule Carmichael, Team Lead, at lcarmichael@causewayworkcentre.org

Accepting Applications until July 12th, 2022 at 4:00pm

Causeway is an inclusive workplace and encourages qualified candidates from diverse backgrounds and who have faced barriers to employment, including those who may need accommodation, to apply to join our staff team. Please advise if you require accommodation throughout the recruitment process.