

## LEAD RECREATION GUIDE - FULL TIME

### **JOB CULTURE**

The Masonic Homes of California are committed to a culture of leadership. Our culture is to provide superior service to members, residents, and staff through a sound & progressive model of service & care which aligns our mission, vision and operations. We demonstrate excellence in core services and place value on high quality job performance, professional development, effective time management, budget management, workplace safety and resident/employee satisfaction. We are dedicated to disciplined innovation and continuous quality improvement--we are a learning company. We are committed to sharing our knowledge and being an organization that attracts the best and brightest talent. We are team-oriented, caring and honest.

### **JOB SUMMARY**

Under the supervision of the Recreation Manager will work with the Recreation Team and all other department staff to provide programming, opportunities, and coaching of residents to promote a Wellness atmosphere throughout the community.

### **ESSENTIAL FUNCTIONS**

- Assists in planning, developing, organizing and implementing the Recreation programs and events of this community and evaluates the overall effectiveness of the residents' programs and services.
- Coaches and supports residents upon move in and those living in the community to promote a wellness lifestyle and the intrinsic benefits associated with a way of life that values growth.
- Attends and participates in continuing education programs designed to keep abreast of changes and research in geriatrics.
- Participates in the planning of programs and events related to the interests of the community and the services that residents may need as per their recreation assessments. Interviews residents or family members to obtain recreation information in a private setting. Completes required documentation in accordance with Title 22.
- Assist with the development of the monthly calendar in accordance with resident therapeutic, educational and diversionary needs, state, federal and corporate criterion. Posts and communicates any changes or updates to the calendar throughout the community via Chan. 5, daily announcements, audio recording, flyers and/or digital signage.
- Orders refreshments and fills out transportation/environmental requests for specific events.
- Maintains log or daily record regarding residents' involvement in recreation programs, as appropriate.
- Maintains resident care and safety on off-campus outings.
- Maintains regular attendance and arrives to work on time; completes time sheet appropriately as needed. Must be flexible with work hours; weekends, holidays and some evenings required.
- Coordinates with Nursing, Assisted Living, Lorber/Skilled Nursing, Grider, and Traditions/Memory Care staff in preparing residents to go to and from recreation programs and events.

- Will be oriented to programs in Assisted Living, Independent Living, Gym, and maybe be required to provide programming in those areas of the community as assigned.
- Supports to the Successful Aging Senior (SAS) committee in the organizing, planning and facilitating of events sponsored by the SAS committee.
- Will support and coach the residents to bring their leisure pursuits to fruition.
- Other duties as assigned.

### **EDUCATIONAL REQUIREMENTS/LICENSES/CERTIFICATES**

Prefer a Bachelor's degree in Recreation Therapy, Music Therapy, Drama Therapy, Health Science, or other health related degree.

### **SKILLS, ABILITIES AND EXPERIENCE**

- Two years recent experience in a social or recreation program, one year of which was full time employment in providing and facilitating programs to the senior population with different dynamics and skill level in a health care setting.
- Must have experience with a senior fitness environment and/or program.
- Must have the ability to think creatively and communicate ideas to staff and residents.
- Must have experience working in an OBRA and Title 22 regulated setting.