



Job Notice

Part-Time Employment

Recreation Services

We thank all those who apply. Only those selected for an interview will be contacted.

Job Title:	Special Needs Program Assistant	File #:	2018-33
Posting Date:	Sept 13, 2018	Location:	MCC
Closing Date:	On-Going	Business Unit:	Integration
Start Rate/Hour:	\$14.00		

Responsibilities:

1. Assist the Program Coordinator with the implementation of daily program activities to young adults with a disability in a day program setting.
2. In collaboration with supervisor and staff, develop and implement adaptive activities based on program curriculum to ensure that programming is fit to participant needs.
3. Collaborate with parents and participants to create an environment that supports individual needs, develop alternate skills and self-esteem alongside their peers in a secure environment.
4. Ensure the safety and well-being of the participant with special needs by minimizing risks through Behaviour management interventions.
5. Be actively involved with the participant with special needs in all activities throughout the day
6. Maintain a professional attitude and abide by policies and procedures at all times.
7. Attend and actively participate in training and staff meetings.
8. Ensure the positive interaction between the participant with special needs and other participants.
9. Assess and evaluate the special needs participant, on an ongoing basis with supervisors.
10. Provide leadership and support to program participants and special needs volunteers.
11. Carry out any other duties as required.

Qualifications and Requirements:

1. College or University student currently enrolled in Social Work education, Recreation related discipline, or equivalent knowledge and experience; OR previous experience working with individuals with special needs.
2. Standard First Aid/CPR-C certification.
3. Valid Police Vulnerable Sector Check.
4. Provide personal care (toileting, changing, feeding) as well as maneuvering .
5. Ability to swim.
6. Knowledge of adaptive programming and problem solving skills.
7. Safe Management certification/Non-Violent Crisis Prevention certification.
8. Knowledge of adaptive programming and problem solving skills.

Persons interested in the above and/or subsequent vacancies are asked to submit an application and résumé to Recreation Services:

- 1) Drop off at any community centre, "*Attention: Recreation Services Supervisor*"; or
- 2) Email to SeasonalRecJobs@Vaughan.ca; or
- 3) Fax to 905-832-8550.

Application forms and instructions are available online at www.vaughan.ca/RecJobs.

The City of Vaughan is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The City of Vaughan is also committed to providing accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs.

Personal information collected under the authority of the Municipal Act R.S.O 1980 c302 (as amended), and will be used to determine qualifications for employment with The Corporation of the City of Vaughan. Questions about this collection should be directed to Recreation Services, 2141 Major Mackenzie Drive, Vaughan, Ontario L6A 1T1, 905-832-8500.