



## Volunteer Job Description – Day Programs

<b>POSITION TITLE:</b>	<b>Day Program Volunteer</b>
<b>REPORTS TO:</b>	<b>Team Leads and/or Programs Supervisor</b>
<b>MANAGER:</b>	<b>Beth Monaco – CSS Program Manager</b>

Carefor is a registered charity and Eastern Ontario’s largest home healthcare and community support services provider. Carefor offers a comprehensive suite of programs and services, supporting clients of all ages and their families. Our services are available to clients and carepartners across three local regions: Renfrew County, Ottawa Region and Eastern Counties.

Carefor supports clients and families **At Home** with nursing services, personal support, foot care; **In the Community** by providing transportation, day programs, nursing and foot care clinics; **At Care Facilities** such as Carefor Mackay Centre & Civic Complex, Richmond Care Home, Respite House and Hospice Cornwall.

### OVERVIEW:

We are looking for committed individuals to join our dynamic Adult Day Program teams. The specialized day programs provide an engaging and stimulating day for clients living with dementia. The social recreational activities enhance client’s well-being in a safe and supportive setting. These day programs operate Monday – Saturday from 8:00 – 4:00 pm.

### Two Locations to select from:

1. Carling Adult Day Programs: 2576 Carling Avenue corner of Tavistock
2. Perley Adult Day Program: 1750 Russell road in the Perley Health facility

**RESPONSIBILITIES:** Taking direction from the Supervisor or Team Leaders the duties would include:

- Aid in the set and tear down of activities
- Assists and socialize with clients during group/social activities such as art, cards/games, billiards, trivia, etc.
- Engage with clients through group or individual discussions regarding current events, life experiences, and the scheduled theme of the day.
- Assists with all kitchen and cleaning duties (including washing dishes/tables, table setting, serving meals, etc)
- Reports any relevant information regarding client’s behavior or physical condition



- Participate in daily scheduled meetings with the staff regarding schedule for the day
- Upholds the Carefor code of conduct and confidentiality policies

**Key qualifications:**

- Interest in working with individuals living with dementia and/or seniors living with mental health issues
- Excellent communication and interpersonal skills
- Compassionate and dependability
- Patience, good sense of humor
- Mature
- Enjoys working as apart of a team
- Special skills: Musical abilities (play piano, guitar, etc), singing, art, etc an asset

**Commitment:**

1. Volunteer commitment:
  - We are looking for individuals who can commit to volunteering at one of our day programs, minimum once a week, 4 hours per week, for 4-6 months.
  - Perform in accordance with Carefor's Mission, Vision and Values
2. Carefor's commitment to volunteers:
  - To be valued as an important person in the organization and recognized for individual volunteer commitment and service.
  - To be offered assignments that are meaningful and suitable based on the skills of the volunteer.
  - To be provided with orientation and training and ongoing support.

Send your application form or resume to Beth Monaco at [bmonaco@carefor.ca](mailto:bmonaco@carefor.ca)  
For more information on Carefor, please visit <https://carefor.ca/>

*Thank you for your interest in Carefor.*