



Tehsakit'sen:tha

Kateri Memorial Hospital Centre

P.O. Box 10, Kahnawake, QC J0L 1B0

Tel: (450) 638-3930 Fax: (450) 638-4634

www.kmhc.ca

Internal/External Job Opportunity

Kateri Memorial Hospital Centre is located in the vibrant Mohawk Territory of Kahnawake. We have a 73-bed inpatient facility in a homelike environment and extensive outpatient services. KMHC is dedicated to strengthening the health and well-being of Onkwehshon:'a (people) and providing quality health and preventative care services.

POSITION	Two (2) Activity Worker Indeterminate (Permanent) Full-Time 35 hours per week
JOB SUMMARY	The Activity Worker is an integral member of the Activity Program. He/she is responsible for helping to enhance the daily life of the residents/clients through therapeutic activities. This is achieved by organizing different types of activities, which are an essential part of the physical, social, emotional and intellectual maintenance and development of each individual.
REQUIREMENTS	High School Diploma and two (2) to five (5) years of experience or training in leisure and recreation with the elderly Experience or training in working with clients with dementia CPR Certification , Valid Driver's License
SALARY	In accordance to the Quebec Ministry of Health and Social Services (MSSS) reference Code 3462, Group 733: Echelon 1 \$25.20 to Echelon 7 \$29.07 per hour , depending on experience
DEADLINE	Tuesday, September 30, 2025 at 3:30 pm
APPLICATIONS	<u>Please submit a complete application package which includes:</u> ✓ Application Form ✓ Letter of Intent ✓ Resume ✓ Proof of Educational Requirements

You can find the following documents on www.kmhc.ca/careers:

- Job Description
- Application Form

Submit applications to:

kmhc.hr.kahnawake@ssss.gouv.qc.ca

Please note that preference will be given to Indigenous candidates.

Incomplete submission packages will not be considered.

**** Only Selected Candidates will be contacted**

Posted: September 16, 2025



TITLE:	Activity Worker Group 733 Code 3462
DEPARTMENT:	Patient Activity Program
SUPERVISOR	LTC Nurse Manager
STATUS:	Indeterminate Full-Time
EFFECTIVE DATE:	May 1999
REVISION DATE:	December 2018

JOB SUMMARY

The Activity Worker is an integral member of the Activity Program. He/she is responsible for helping to enhance the daily life of the residents/clients through therapeutic activities. This is achieved by organizing different types of activities, which are an essential part of the physical, social, emotional and intellectual maintenance and development of each individual.

RESPONSIBILITIES

- Fulfill responsibilities and duties in accordance to accepted KMHC policies, procedures and Code of Ethics
- Attends to the recreational and leisure needs of the residents/clients
- Ensures the Activity Program is presented in a professional manner and that professional behavior is maintained towards clients, family members, staff, users and the general public
- Maintains effective communication with residents, clients, families, clinical staff, and caregivers
- Interacts with the residents/clients in order to motivate and stimulate all aspects of each individual
- Assists in the supervision of students and volunteers
- Has attitudes and behaviors which assure the provision of safe care and services
- Is vigilant and takes responsibility to ensure a safe environment for all
- Declares all risk situations, near misses or accidents that are witnessed or discovered on KMHC premises
- To foster an approach to care that is respectful, compassionate and culturally appropriate and competent, responsive to the needs, values, beliefs and preferences of clients and their family member, supporting mutually beneficial partnerships between clients, and health care providers
- Work in an environment that honors the wisdom of Indigenous beliefs, language, culture and traditions

DUTIES

- Assists, participates and conducts activities; games, exercises, arts and crafts, socialization, discussions, parties, trips, etc.
- Prepares all aspects of activities that he/she is conducting for morning, afternoon and evening sessions, in accordance to department procedure; instruction, information, and set-up
- Assists in preparing the room and organizing activities for morning, afternoon and evening sessions
- Assists in keeping the room, workplaces and cupboards clean, and decorating the room for special occasions
- Ensures a safe environment for activities to be conducted
- Encourages residents/clients to be involved in activities
- Escorts residents/clients to and from their rooms before and after activities when necessary
- Assists residents/clients with mobility, transferring and toileting
- Assists in planning the monthly calendar of events
- Records statistics
- Assists in monitoring the well-being of the residents/clients during lunchtime if needed
- Assists residents/clients during lunch time and snacks
- Prepares and conducts one-on-one activities
- Attends department meetings, scheduled workshops, training courses etc.
- Makes phone calls to clients to confirm daily attendance
- Acts as a van monitor ensuring safety when picking up and dropping off clients from their homes
- May be required to drive van to pick up and drop off clients when necessary

QUALIFICATIONS/REQUIREMENTS

Education/Experience:

High School Diploma

Two (2) to five (5) years of experience, or training in leisure and recreation with the elderly

Experience or training in working with clients with dementia

CPR Certification

Valid Driver's License

Language Skills:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals

Ability to communicate effectively both verbally and written

Physical Demands:

While performing the duties of this job, the employee is regularly required to stand, squat, kneel, bend, walk and sit for long periods of time

The employee must frequently lift, push and/or move varied client weights and frequently lift and/or move tables, chairs and other activity room furniture/equipment

Other Qualifications:

Ability to work independently and in a team setting

Attentive listener and good communications skills

Ability to develop and implement different types of activities

Ability to follow directions/plans, and provide/receive feedback

Genuine ability to develop a trusting relationship with residents/clients

Caring and compassionate for residents/clients

Ability to assume initiative in a creative way

Available to work flex hours and on weekends

Demonstrated ability to communicate effectively with Indigenous people, including sound knowledge and understanding of issues impacting mental, emotional, physical and spiritual health in contemporary society

The commitment to learn about Indigenous culture and language to better understand and serve the clients

The employee shall perform the services outlined in the above job description, including any related or incidental duties and responsibilities that may be assigned to him/her at any given time.

Incumbent

Date

Manager