

Job Title:	Summer Student – Program Assistant, Education		
Department/Group:	Staff	Position Type (FT, PT, Relief, etc.):	Full-time – contract (existing vacancy)
Location:	Onsite	Level/Salary Range:	\$17.60 per hour
Contact Person: Althea Alli		Website: https://peelseniorlink.com/about-us/	
Email: althea@peelseniorlink.com			
Fax : 905-712-3373			

Job Details

Peel Senior Link, a non-profit charitable organization established in 1993, provides personal care & home-making and other complementary support services. Peel Senior Link maximizes independent living--helping seniors live with dignity, stability, and safety. Peel Senior Link is funded by the Ministry of Health and Long-Term Care through Ontario Health - Central, grants, and personal and corporate donations.

We are seeking a student who is pursuing their education in Gerontology, Volunteer Management or related field of education and/or experience to support the Community Development Coordinator with implementing and overseeing the seniors active living centre programs and activities in the Peel region.

Position Responsibilities:

- Liaise with Community Development Coordinator to implement and oversee innovative seniors active living centre programs and activities that serve the senior community.
- Assist in the development and implementation of supportive services and activities.
- Distribute appropriate active living program / activity / service communications including flyers and newsletters to market program and to ensure isolated individuals are engaged.
- Co-facilitating group activities based on arts and crafts.
- Assisting in implementing weekly/monthly recreational and educational programs for older adults and practicing 1:1 sessions.
- Support seniors research.

The ideal candidate has:

- Currently enrolled at a Canadian post-secondary institution with a focus on Gerontology, Volunteer Management or related field.
- Self-starter who is coachable and completes tasks with minimal supervision
- Highly organized and able to effectively prioritize
- Excellent organizational, problem solving
- Self-motivated, pro-active, persistent and driven
- Flexible, adaptable and responsive to change
- Good understanding of Microsoft Office Suite
- Strong written and oral communication skills
- Quick learner with a "can do" attitude
- Reliable transportation is required as the student will have to visit different sites on the same day (morning 10:00am – 12:00pm, afternoon 1:30pm – 3:30pm)

We thank everyone for their expression of interest; however, only those candidates selected for an interview will be contacted.

Peel Senior Link is committed to developing an inclusive, barrier-free selection process and work environment. If you require accommodation at any stage of the recruitment and selection process, please contact Human Resources at 905 712 4413 x326.

As part of our ongoing commitment to health and safety in the workplace, COVID-19 vaccination is strongly recommended.

To learn more about Peel Senior Link please visit: <https://peelseniorlink.com/about-us/>