**Connections Program Coordinator**

**Westminster Canterbury on Chesapeake Bay**

3100 Shore Drive Virginia Beach, VA 23451

**JOB DESCRIPTION**

Implements and manages the therapeutic recreational needs of the residents participating in the Connections Program, to include physical, social, emotional, vocational, spiritual and cognitive needs.

**RESPONSIBILITIES**

* Implements individual recreational program for each resident as part of their overall plan of care.
* Provides the documentation for programs & services.
* Provides pertinent input regarding changes and modifications in the activity plan of care that will assist in overall program and services improvements.
* Leads activities for residents in Connections as designated by TR Specialist.
* Operates computer and demonstrates the ability to communicate effectively; verbally and in writing to complete specific tasks related to the Therapeutic Recreation Department.
* Other duties to assist program staff as may be directed by Connections Program TR Specialist.
* At direction of the Therapeutic Recreation Specialist, implements special projects to address the needs of residents.
* Interacts with residents in a manner compliant with their rights at all times.
* Documents participation or regression consistent with regulatory compliance.
* Escorts resident to and from The Connections Program.
* Performs other related duties as assigned.

**QUALIFICATIONS**

* Willing to grow professionally in this position through continuing education and training.
* Experience in a health care or long term care setting and working with seniors is preferred.
* Ability to utilize Microsoft Office software programs to assist in the delivery of services.
* Physical Requirements:
	+ Ability to assist residents in wheelchairs, or who use walkers or require direction.
	+ Ability to assist residents walking with a walker, and the ability to provide direction when needed.
	+ Ability to assist residents getting on and off the bus
	+ Ability to climb stairs.
	+ Ability to set up for activities and move and re-arrange furniture as necessary.

**BENEFITS**

Limited Benefits for Part-Time Positions

* Scholarship Program for Employees/Family Members
* Life Insurance
* Employee Assistance Program
* Employee Discounts
* Excellent Advancement Opportunities
* Retirement Plan
* Direct Deposit