



POSITION TITLE: Instructor for IKI IKI program, Kui Dou Raku program
(22.5hrs/week – seasonal instructor)

Report To: Assisted Living & Outreach Program Leader

Apply with Resume: by Wednesday, Jan 15 2020 at noon to
cmakihara@nikkeiplace.org and ywatase@nikkeiplace.org

JOB DESCRIPTION

The Instructor for Iki Iki ensures that the seniors who participate in the Iki Iki social connections program for seniors with mild to moderate dementia or seniors who require a modified seniors activities program can enjoy their time. The instructor also manages Kui Dou Raku program which is designed for independent person(s).

The Instructor is responsible for various aspects of administration for the both programs, creating the weekly activities, maintaining and purchasing supplies, maintaining communication with the families and ensuring that the seniors who are participating relax, enjoy and are safe. Assisted Living and Outreach program leader will discuss any concerns with family if they feel the program is no longer of benefit to the senior or is taking away from the enjoyment of other seniors, or as staff and volunteer you are no longer able to manage the senior safely.

Skills:

Strong working knowledge and experience use Office – excel, word, and any publishing program.
Strong written and verbal communication skills.
Strong communication experience for seniors.

QUALIFICATIONS:

Personal Competencies:

- ability to communicate effectively both verbally and in writing in Japanese language is required.
- demonstrated well-developed interpersonal skills to establish and maintain rapport and Participants, families and Assisted living & Outreach Program Leader.

Work experience with senior included volunteering in community.
Education – graduation from Grade 12, additional education in volunteer management, event management, social media for volunteers, volunteer acknowledgement.

For more information: Cathy Makihara, Executive Director cmakihara@nikkeiplace.org