

TOWN OF OROMOCTO - RECREATION AND TOURISM 2018 SUMMER STUDENT CASUAL EMPLOYMENT

Older Adult Coordinator

*Applications for this summer student position(s) within the Recreation and Tourism Department will be received at the Oromocto Municipal Offices until **4:00 pm, Tuesday, May 8, 2018.***

Minimum Qualifications: Entering Second Year of University or Equivalent; experience working with older adults.

Assets: Previous experience with program planning; Class 5 driver's license.

Function: To provide of a variety of activities designed to deliver personal and social benefits for those 55 years of age and older. To plan and implement a variety of events and workshops designed to prolong independent living, and to reduce isolation within the older adult population in the Oromocto area.

Responsible to: Program & Special Event Officer.

Responsibilities: To plan and implement a variety of special events and activities that are essential to personal health and enhance quality of life; maintain accurate financial records of all special events; Recruit volunteers (if necessary); Preparation of monthly reports outlining activities undertaken, and prepare and present a summer-end report to the Program & Special Event Officer; help develop partnership initiatives with senior groups and other organizations in Oromocto; assist with the development of seniors focus groups designed to address issues facing the older adult population in Oromocto; and perform any related duties as required.

Applications are available at the Oromocto Municipal Offices 4 Doyle Drive or online at www.oromocto.ca



Applicants must be a full-time student in the 2017-18 school year and entering or currently enrolled in a post-secondary institution for Fall 2018.

Please attach confirmation to application form.

All positions are funding dependant.

As a result, some advertised positions may not be filled.

