



**BERWICK**  
RETIREMENT COMMUNITIES



## Join our Team

Since 1989 Berwick Retirement Communities has been offering quality retirement living in seven residences across BC: Victoria (2), Nanaimo, Comox, Kamloops, Campbell River. and Qualicum Beach. We are proud to be Island Owned & Managed.

Berwick Retirement Communities has an exciting opportunity for the position of Recreation Manager at Berwick by The Sea in beautiful Campbell River, BC. The Recreation Manager assesses each resident's recreational and social needs, and plans, organizes, implements, and leads programs. The manager is responsible to develop innovative, creative, therapeutic and balanced programs to foster social interaction, continued learning and wellness amongst residents.

This position is full-time 37.5 hours weekly

Must be flexible to work some evenings and weekends to facilitate the delivery of recreation programs

On-call duties on a rotation as part of the management team

Full and comprehensive benefits package including medical, extended health, dental, insurances and Employer matched RRSP plan

Compensation to commensurate with experience

### **Knowledge, Skills, & Abilities:**

You are qualified with a degree or diploma in leisure studies, or a certificate in recreation programming;

A minimum of 3 years supervisory experience preferably in a retirement community setting;

For more information, visit [www.berwickretirement.com](http://www.berwickretirement.com). Proud to be BC owned and operated.

Active class 4 drivers license;  
Valid First Aid and CPR  
Serving it Right and Food Safe Certification;  
Proficient in the use of Microsoft Office programs (publisher, outlook, excel & word);  
Tact, sound judgment, confidentiality, patience, and an ability to treat staff and residents with respect and dignity;  
A self-motivator with excellent interpersonal communication and problem-solving skills, and the ability to work well with seniors and the public;  
Demonstrated planning skills and the ability to budget and account for expenditures;  
Demonstrated leadership skills such as building interpersonal relationships, team building, resolving conflicts, and driving change.  
Berwick Retirement Communities promotes an environment which integrates hospitality with superior customer service and care. As the Recreation Manager you will uphold a philosophy that respects the resident's dignity and self-esteem by supporting choice, independence, and autonomy.

Please submit your cover letter and resume to the attention of the General Manager at Berwick by The Sea. Email: [bcr.admin@berwickrc.com](mailto:bcr.admin@berwickrc.com)

Note: A criminal record check is required pursuant to the Criminal Records Review Act for working with vulnerable adults. TB test and employment medical also required.

### **What Our Staff Are Saying About Working With Berwick Retirement Communities**

*I love working at Berwick. Each day presents different opportunities to challenge ourselves. I get to work closely with staff and residents to ensure that the programs we offer are the highest quality and most up to date. We have such a great team that supports each one other and inspires me to do my best.*

*- Jacqueline, Recreation Manager Berwick on the Park since 2017*

*One of the things I enjoy about working with with Marquise at Berwick is the people I am surrounded with. My team is upbeat and focused on teamwork and high quality food. The company also has room for growth which is what we all want from an employer.*

*- James, Sous Chef, Marquise Food Services at Berwick on the Lake since 2004*

*It has been my pleasure to work at Berwick these past 10 years as a Resident Care Aide. I have enjoyed sharing many touching moments with residents and staff; they are all like family to me.*

*- Heather, Enhanced Living Services, Berwick House since 2008.*