



# ACADIA FOUNDATION

## EMPLOYMENT OPPORTUNITIES

### As of September 1, 2021

*\*Subject to change without notice\**

LOCATION	POSITION DESCRIPTION	CLOSING DATE (if applicable)
<b>CONSORT LODGE</b>	<u>Currently no positions available</u>	n/a
<b>OYEN LODGE</b>	<p style="text-align: center;"><b><u>Contract Night Position</u></b></p> <p style="text-align: center;">Three shifts a week from 11:00 pm – 7:00 am</p> <p style="text-align: center;"><b>Responsibilities include but are not limited to:</b></p> <ul style="list-style-type: none"> <li>• Ensure the security of the Lodge and safety of the Residents</li> <li>• Complete hourly rounds</li> <li>• Carry out assigned tasks as required</li> <li>• Assist in the Kitchen</li> </ul> <p style="text-align: center;"><i>Please contact the Lodge directly at 403-664-3661 for more details or email resume to <a href="mailto:gloria.jorgenson@acadiafoundation.com">gloria.jorgenson@acadiafoundation.com</a></i></p> <p style="text-align: center;"><b><u>Casual Position</u></b></p> <ul style="list-style-type: none"> <li>• Looking for persons interested in working with seniors.</li> <li>• Must be flexible to cover weekday and weekend shifts.</li> <li>• Will be trained to work in a variety of departments including Housekeeping, Dietary, Laundry, Nights</li> </ul> <p style="text-align: center;"><i>Please contact lodge directly at 403-664-3661 for more details or email resume to <a href="mailto:gloria.jorgenson@acadiafoundation.com">gloria.jorgenson@acadiafoundation.com</a></i></p>	n/a
<b>HANNA LODGE</b>	<p style="text-align: center;"><b><u>Maintenance Position</u></b></p> <p style="text-align: center;"><b>Responsibilities include but are not limited to:</b></p>	September 10, 2021

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|  | <ul style="list-style-type: none"><li>• Accountable for the preventative maintenance program, as prescribed by provincial standards and fire regulations</li><li>• Identify maintenance requirements on an on-going basis</li><li>• Complete heavy housekeeping tasks as assigned</li><li>• Repair and maintain minor plumbing and electrical items</li><li>• Maintain the building and grounds – All seasons</li><li>• Accountable for the maintenance and security of all equipment</li><li>• Ensure all repairs and maintenance is handled in a prompt, efficient, and economical manner</li><li>• Maintain an adequate supply of maintenance materials on hand</li><li>• Advise Lodge Manager of modifications or major repairs necessary to the building, it's equipment or furnishings to the grounds; understanding your limitations and discussing with Manger when professionals need to be brought in to service / repair equipment</li><li>• Develop a list of contractors and service people that can be called in case of emergency</li><li>• Co-ordinate training of staff in fire safety and emergency programs and serve as a safety officer for the Lodge – Fire drills to be held monthly and recorded for standards</li></ul> |  |
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*Please email resume to [dina.nelson@acadiafoundation.com](mailto:dina.nelson@acadiafoundation.com)  
Only those individuals selected for an interview will be contacted*