



**POSITION TITLE:** Minds in Motion Volunteer Facilitator

**PURPOSE:** The Minds in Motion® program combines physical activity, socialization and cognitive stimulation for people living with early-moderate symptoms of Alzheimer’s disease, or other dementias, to enjoy with a family member or community friend.

### **DUTIES/RESPONSIBILITIES**

Under the direct supervision of the Community Partnership Manager, or lead facilitator, the volunteer will be required to:

- Arrive at the front lobby of the community site 30 minutes prior to the program start time to assist with the transportation of program equipment to the program area
- Assist with the set-up/take down of tables, chairs, and program equipment
- Assist the physical activity leader with setting the area, distribution/collection of equipment
- Assist participants with the use of equipment as directed by the physical activity leader
- Greet & welcome new/returning participants; introduce participants to one another as needed
- Actively engage with program participants and fellow volunteers
- Develop a rapport with program participants; learn to identify participants under stress or in need of additional support and discuss with the Minds in Motion® manager, or lead facilitator
- Accompany participants, if appropriate, to alternate program areas within the community site
- Assist with the preparation and clean-up of refreshments
- Learn a variety of program games and activities while developing facilitation skills
- Remain 30 minutes after the conclusion of the program to debrief and document participant engagement levels with the Minds in Motion® Manager, or lead facilitator
- Assist with the transportation of program equipment back to the community lobby area
- Sign and abide to the Alzheimer Society of Manitoba’s confidentiality agreement
- Other related duties as assigned

### **QUALIFICATIONS**

- Prior experience in program facilitation or leadership roles preferred
- Interpersonal skills reflecting an understanding of the use and benefits of positive body language; tone of voice, verbal pacing and enunciation
- Ability to take initiative and make decisions
- Physical ability to lift up to 20lbs involving the use and staging of program equipment
- Ability to encourage inclusion of program participants with varied needs
- Ability to communicate objectively

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**HOW TO APPLY:**

Visit [alzheimer.mb.ca/mindsinmotion/joinourteam](http://alzheimer.mb.ca/mindsinmotion/joinourteam) to download and fill out the application form.

*Once filled out, please send to:*

**Kathy Diehl Cyr**

**Community Partnership Manager**

- 1) **Email:** [mindsinmotion@alzheimer.mb.ca](mailto:mindsinmotion@alzheimer.mb.ca) *OR*
- 2) **Fax:** 204-942-5408
- 3) **Mail:** Alzheimer Society of Manitoba  
120 Donald Street  
Winnipeg, MB, R3G 4G2