ROBERT SMITH

Activities Leader

E-mail: info@qwikresumc.com **Phone: (0123)-456-789**

SUMMARY

Experienced and dedicated Activities Leader seeking a position with a dynamic agency where one can apply experience while continuously expanding the knowledge.

SKILLS

Microsoft Office, Data Analytics, Business Development, Project Manager, Operations Analyst,

WORK EXPERIENCE

Activities Leader

ABC Corporation - March 2014 – December 2014

- Assessed residents needs, preferences, interests, and personal goals and objectives to create an individualized treatment plan.
- Planned and implemented a wide variety of recreational and educational programs for residents on both long-term and short-term units.
- Completed all aspects of documentation in a timely manner.
- Participated in care plan meetings and coordinate with care team members to provide the highest quality of services to residents.
- Encouraged attendance at recreational programs and special events; escort residents as needed.
- Maintained and updated all bulletin board content on designated units.
- Followed program schedule as indicated on the activity calendar.

Activities Leader

Delta Corporation - 2013 – 2014

- Provided meaningful, age-appropriate, activities for elderly and special needs residents.
- Responsible for implementing diverse and stimulating activities for residents.
- Provide daily activities with the residents to make their day more enjoyable.
- Organized and hosted the activities for the residents that challenge them to use their senses, memory, and dexterity Transport patients Work with.
- Lead and monitored recreational and therapeutic activities that met the intellectual and physical.
- Organized and provided art projects, science experiments, and active games for roughly 20 students each day.
- Maintained and updated all bulletin board content on designated units.

SCHOLASTICS

- Master's in Therapeutic Recreation - (Lehman College)

© This **Free Resume Template** is the copyright of Qwikresume.com. **Usage Guidelines**