



ACTIVITY COORDINATOR CERTIFICATE PROGRAM

Your key to unlocking opportunity 
& growth in the Seniors Housing Sector.





ACTIVITY COORDINATOR CERTIFICATE PROGRAM

The Alberta Seniors & Community Housing Association (ASCHA), in collaboration with Red Deer Polytechnic (RDP), is proud to offer accessible, flexible, and sector specific online learning opportunities to Activity Coordinators in the rapidly growing seniors' housing sector. The certificate program is designed for individuals with an interest in developing skills, insights, and the confidence needed to plan, supervise, and implement recreation and leisure programs to enrich the lives of seniors, to build a sense of community, and to create a warm socially inclusive atmosphere for them.

Program Learning Outcomes

Upon completing this program, you will be able to:

- Interface as a team member in a seniors' housing community.
- Build observation skills to identify and adapt activities to be person-centred.
- Model leadership that supports staff through information and knowledge sharing.
- Engage colleagues, residents, and broader community members to partner in creating a home-like environment.
- Create and maintain programming in seniors housing communities that provides evolving and sustainable choices.

Target Audience

This online Certificate Program is ideal for new and aspiring activity coordinators, as well as any individual who would like to advance in the seniors housing sector.

Certificate Requirements

- Seven online courses.
- Each course may take up to a total of 21 hours learning time with the 6 hours of scheduled synchronous sessions included in the 21 hours.
- All course material is delivered online.
- Industry relevant instructors.
- No pre-requisites or online learning experience required.
- Technical requirements: reliable Internet connection, headset, and microphone.

Prior Learning/Approved Equivalencies

None.



Required Courses

ASHA 120 Communication & Conflict Management

Develop interpersonal and oral communication skills. Focus on gaining skills and knowledge to manage conflict and build relationships. Come prepared to learn about the conflict management model, processes, and practices.

ASHA 121 Leadership Skills

Acquire new knowledge and skills in leadership. Focus on moving an organization or a site to a new, higher level of effectiveness, efficiency and/or workplace fulfillment.

ASHA 125 Aging Processes

Gain knowledge of aging processes. Understand the impact of aging on the individual and explore concepts of successful aging and how these may be utilized to achieve life well lived.

ASHA 127 Program Development

Examine recreation and leisure activity planning. Focus on knowing your clientele, creating meaningful recreation and leisure opportunities, and effectively planning the delivery of quality programs. Leave with a toolkit of recreation and leisure activities.

ASHA 128 Principles of Recreation & Leisure

Define terminology, scope of recreation, and leisure. Study psychological and sociological programming considerations. Examine current practice and future opportunities for prolonged health, happiness, and independence of seniors.

ASHA 129 Personal & Prof. Development

Gain skills in presenting yourself professionally and achieve work/life balance. Assess your personal and professional needs and develop an action plan to support short and long-term work and personal growth.

ASHA 130 Older Adult Fitness

Focus on understanding the impact of aging and good health on the individual, learn concepts of appropriate fitness and how to utilize them in your professional role. Gain the confidence to support aging adults to attain their full capability.





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Continuing Education

Grading System

The methods of evaluation are based on applied learning opportunities relating to the profession. Completion/submission of all assignments and projects is required. A minimum grade of 65% is required to successfully complete each course. You must acquire a successful grade in all courses, in order to receive the certificate.

Scholarship

Laura Crawford Certificate Program Scholarship Award - Sponsored by ASCHA

The Laura Crawford Scholarship Award of \$1000 is granted to one applicant, every year, registered in or attending the Site Manager or the Activity Coordinator Program. For more information visit [ASCHA's Website](#).

Course Registration

Register [online](#). **All ASCHA Members receive 25% off their tuition fee.*

Refund Policy

Full refunds are available if the Division of Extended Education cancels the course. If you must withdraw from a course, please notify RDP at least 2 business days before the course begins, and we will attempt to accommodate you into another course or issue you a refund less a \$30 cancellation fee. Registration cancellations within 2 days of the course starting date are not eligible for refund.

Contact Information

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