



## Board Update

A recent article on the McMaster University Optimal Aging Portal (October 4, 2023) reported that:

- Optimal aging is a complex combination of physical, psychological, social and cultural factors.
- Social connections and participation in meaningful activities are important sources of joy.
- Joy has positive effects on mental and physical health as well as quality of life.

SEESA provides many opportunities for social connections and participation in meaningful activities by:

- Taking a class or workshop,
- Joining a club,
- Volunteering on a short-term, seasonal, or ongoing basis.

### **Purchase your 2024 SEESA membership this fall and save**

Membership fees for 2024 will be increasing — purchase your 2024 membership now and save! While you are doing so, consider what volunteer opportunities may be of interest to you.

### **Another successful re-use/ rummage sale**

Thanks to the donors and many volunteers who helped make this sale a success. We raised \$19,000 and received positive feedback about the cleanliness and quality of donations as well as the food available in Tillie's Café. This event generated some new SEESA memberships and also provided a great opportunity to make people aware of our array of upcoming events.

A very special thank you to Avril Pike for her commitment to leading this event for many years. Her energy, vision, organizational skills, and "can do" attitude have established a strong framework for this event. As she steps down from this role, we look forward to seeing her enjoying time at SEESA in classes and Tillie's Café. Thank you, Avril!

### **Christmas re-use sale and holiday market — December 2**

This one-day sale will get you in the festive spirit. Shop for all manner of Christmas items. This event also showcases the talent of our Artists, Quilters and Crafters, Woodworkers and Soapstone Carvers.

Board Update continues on page 2

(Board Update continued from page 1)

### So much to look forward to!

Bring your family and friends and

- Catch this season’s production by the ever-popular Accidental Drama Club production — *Adventures of a Comic Book Artist*.
- Enjoy the beautiful harmonies of the talented Melody Singers preparing for their December performance.

### More to come before the end of the year

Check the SEESA calendar for further events in December.



**HOUSE CLEANING**

Don't have time to clean  
**Call Angela at 780-951-2929**  
 She will get the job done!!!

- 18 years experience
- References available upon request
- Non smokers only please
- North/South: North Saskatchewan River to Argyll Road
- East/West: 15th Street N.W. to University



**Ottewell Pharmacy Clinic**

**GET THE BEST TREATMENT AT YOUR COMMUNITY PHARMACY FOR YOUR HEALTH, WE COME TO YOU**

Call our friendly pharmacist from your home and we will deliver medicine to your door.

780-465-0371  
[www.ottewellpharmacy.ca](http://www.ottewellpharmacy.ca)  
 9245 – 50 ST, T6B 3B6

SEE *The Art of Living Here*

Ottewell Pharmacy will be hosting information presentations at SEESA

Scan here to visit our website



# Giving thanks at SEESA

Thanksgiving is a time to give thanks for a successful year and harvest. From the end of the First World War until 1930, both Armistice Day and Thanksgiving Day were celebrated on the Monday closest to November 11.

In 1931, Armistice Day was renamed Remembrance Day and Thanksgiving Day was moved to a Monday in October. Since 1957, Thanksgiving Day has always been held on the second Monday in October.

A common image seen at this time of year is a cornucopia, or horn, filled with seasonal fruit and vegetables. The cornucopia, which means 'horn of plenty' in Latin, is a symbol of bounty and plenty.

On Friday, October 6, many were able to gather for a delicious turkey feast prepared by Cherie and her team of volunteers. As we ate and socialized, each of us had our own reason to give thanks – for our families, for our friendships, for our health, for our ability to participate in activities at SEESA.

At SEESA, we are thankful for the cornucopia of volunteers, donors, members, and Board members who give selflessly of their time, talent, and

treasures. You make a difference in our community at SEESA. Thank you for making SEESA a warm, inclusive, and better place.

If you were at the Thanksgiving Luncheon and would like the link to download pictures, please let GM know ([gina-marie@seesa.ca](mailto:gina-marie@seesa.ca)).



# Remembrance Day Ceremony

On the eleventh hour of the eleventh day of the eleventh month — we will remember them.

On November 11th, Commonwealth countries have honoured the individuals who fought for freedom and peace. Remembrance Day honours and remembers the men and women who have served and continue to serve our country during times of war, conflicts and peace.

Unfortunately, many wars and conflicts continue to happen. Today, we ask for peace throughout the world.



National Aboriginal Veterans Day (NAVD) was first observed on November 8th, 1994, in Winnipeg, and has since spread nationally. National Aboriginal Veterans Day honours aboriginal contributions to service in the First and Second World Wars, the Korean War, and all military service.

SEESA members paid tribute on November 10, 2023, to those who left for war, never to return; to those who returned, but were never the same; and to those families left behind, never to be whole again. Stories were shared, tears were shed, and hearts were embraced, and tummies were full from a delicious roast beef and Yorkshire pudding lunch.

We were honoured to have Cherie's son Theodore, read *In Flanders Field*. It was touching for many to see the younger generation comprehend the sacrifices of the past. Wendy Doughty was unable to join us; however, Shelley read a poem for her called Remembrance Day:

Many a friend, or sibling was lost, a parent, a child, all at a cost. For now is the time to listen to stories that always glisten. A time to think, a time to remember, every eleventh and eighth of November.

Today, as we should every day, we remember those who volunteered, sacrificed, served, fought, and died, for our freedom. We thank you, and we salute you as we salute those who made the ultimate sacrifice for our freedom. We will never forget. We will remember you.







# GIVING TUESDAY

November 28, 2023

As the days get cooler and our thoughts turn to the holiday season and Christmas shopping, *Giving Tuesday* is a reminder to everyone caught up in the season to support the many causes and organizations in their community. Described as the world's largest generosity movement, *Giving Tuesday* falls on November 28 this year, following Black Friday and Cyber Monday — two of the biggest shopping days of the season.

*Giving Tuesday* is a time when Canadians, charities, and businesses come together to celebrate giving and participate in activities that support charities and non-profits; to thank, help, give, show kindness, and share what they have with those in need. Every act of generosity counts. Everybody has something to give.

The mission of South East Edmonton Seniors Association (SEESA) is to empower and enhance the quality of life of people in our community as we age. The agency exists to engage people who are 55 and older to age well, to be dynamic contributing members at SEESA and in the broader community. SEESA does this by providing a variety of opportunities to learn, exercise, create and socialize. Learning about areas

of interests like staying safe from scams, technology, preventing falls and current issues of the day are just a few examples. Other examples include painting, quilting, crafts, woodworking, dance, pickleball, badminton, drama, band, choir, and cards. We have a variety of programs for the variety of members of a variety of age with a variety of interests. It is more than a place. It is a welcoming space developing friendships and working to help one another.

SEESA is a nonprofit charitable organization that continually works to be a vibrant, compassionate, inclusive place to grow up and grow older together.

Check us out at [www.seesa.ca](http://www.seesa.ca)

### Options for donating:

- Online: [Donate – SEESA – South East Edmonton Seniors Association](#)
- In-Person: 9350 - 82 Street NW, Edmonton
- By Mail: Complete the [Donation Form](#) and mail to 9350 - 82 Street NW, Edmonton AB, T6C 2X8
- Volunteer: See website for information on how to [Volunteer](#)

# Halloween Hijinks

We had some fun at SEESA on October 31, 2023, Halloween. Thankful for more treats than tricks.



Gina-Marie; Shirly; Aleeza

For all the young at heart, mind and spirit, we hope you had a wonderful Halloween and wish you a much happiness for the days ahead.



Lil, Bernadette, Carol, and Maxine



Ready to downsize? Or move to a HOA property and forget about grass mowing and snow shoveling? I will provide you with full support and work very hard to find you a new home!



My name is Natalia Bandola and I am a licensed residential REALTOR®. I will work very hard to sell your home fast and at your price or higher! Also, I do FREE market evaluations any time!



Call 780 - 394 - 5686  
natalia.bandola@century21.ca  
Century 21 All Stars Realty



**2024 - Session 1**  
**(January 2 - March 1, 2024)**

**Registration - December 12th @ 9:15am**  
Program Guide available December 4th

**Ways to Register**

- Online via MyActiveCenter
- In Person @ SEESA
- Drop Off @ SEESA front desk
- By Phone 780-468-1985

*See the Program Guide for Registration Option Details*

**A Valid 2024 Membership required for member prices**

*"Not 55 yet? We'd love to have you too!"*

South East Edmonton Seniors Association  
9350 82 Street N.W., Edmonton Alberta Canada T6C 2X8  
780-468-1985 • Info@seesa.ca • www.seesa.ca



*Do you have a birthday in November?*

**You're Invited**

To SEESA's  
November  
Birthday Party  
Tuesday, November 21st  
1:30 - 3:00pm  
Tillie's Cafe

Please call SEESA's  
Front Desk (780-468-1985)  
**by November 17th**  
to let us know if you (and a guest)  
will be attending.







**SEESA**  
**3rd Annual**  
**CHRISTMAS**  
 Reuse Sale and Holiday Market

**DECEMBER 2, 2023**  
**10:00AM - 3:00PM**  
**9350 - 82 ST NW**

Get a head start on your Christmas shopping. Baked Goods. Unique gifts & items handcrafted by SEESA's Artists, Quilters & Crafters, Woodworkers & Soapstone Carvers.

Reuse area - great selection of gently used Christmas items for the Festive Season

**We will be accepting donations of gently used CHRISTMAS ITEMS for our Reuse Sale 9am - 3pm from Nov 20th - Nov 30th (noon) South Door, 9320 - 82 St.**

*Do you have some Baked Treats to share? Please consider donating for the Bake Sale Table. Drop off at SEESA on Friday, December 1st (8:15am - 3:00pm)*



**Donations accepted 9 am – 3 pm from November 20th – November 30th (noon); South door, 9350 82 Street**  
**Please no afterhours, evening or weekend drop-offs as the centre is closed.**

**Do Bring**

- Artificial wreaths, boughs
- Christmas Angels, Candles, China, Decor, Villages, Santas, Snowmen, Ornaments
- Christmas CDs, DVDs, albums
- Christmas trees with working lights UNDER 6 FEET tall
- Working LED Christmas lights (indoor and outdoor)

**Don't Bring**

- Christmas inflatables, Toboggans
- Baskets, Wrapping paper, Cards, Ribbons
- Trees OVER 6 FEET tall
- Trees with lights that do not work

*Please take these items to Goodwill, Value Village, Salvation Army or Reuse Centre.*

**Alberta Health Services Bake Sale Guidelines**

Bake sales raise money for non-profit organizations by selling home-baked food items. Environmental Public Health requires all home-baked foods offered for sale are low-risk, which means foods that do not support bacterial growth or require refrigeration.

*What guidelines do I need to follow when planning a bake sale?*

- Sell only low-risk baking items (see list below).
- Buy baking ingredients from approved sources, like a grocery store.
- Wrap all baked goods with new, clear plastic to protect it from contamination, dust, and pests. You should label wrapped goods with the source of the product (e.g. baker's name, address and phone number, or an identification number that could be linked back to a baker).
- Bring a list of ingredients in case of allergy inquiries.
- Prepare, store, display and sell baked items in a sanitary manner.
- Keep bake sale area clean and sanitary.
- Do not prepare baked items at home if you or someone at home is ill.

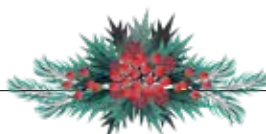
**Low-Risk Foods and Allowed for Sale**

- ✓ Bread or buns
- ✓ Cakes, squares, muffins
- ✓ Cookies
- ✓ Fruit pies
- ✓ Jelly rolls
- ✓ Sweet dough items like doughnuts

**High-Risk Foods and Not Allowed for Sale**

- X Beef jerky, cabbage rolls, perogies
- X Cakes or pies with cream, cheese, egg or pudding fillings
- X Cream éclairs or cream puffs
- X Dairy products such as milk, cream, yogurt, cottage cheese, or butter
- X Home canned/processed food items
- X Icings made with eggs or dairy products

SEESA appreciates all the baked goods that are donated for the Christmas Reuse Sale and will assist you in any questions or concerns you may have. If you require more information, have a question or concern, please contact Darlene at [darlene@seesa.ca](mailto:darlene@seesa.ca).



# Celebrating Birthdays

## November 15 – December 14 Birthdays

Sylvia Adams	Irene Herrington	Karin Penner
Jo-Anne Balla	Darlene Hyrve	Loreen Riley
Michael Bilida	Brian Ireland	Bob Riopel
Rolande Borle	Ronna Jevne	Stephen Riopel
Joan Brambley	Mary Kerber	Dale Roberts
Cathy Brosseau	Talita Klingbeil	Sylvia Rodrigue
Karen Buchanan	Jim Klingle	Ena Rudovics
Eloise Cameron	Giselle Labonte	Shelene Runzer
Vivian Cannell	Karin Lauderdale	Carol Ryll
Susan Casey	Marion Lavery	Patrick Shanahan
Penny Caster	Dianne Letrud	Leo Shank
Marty Chapman	Gayle Lindberg	Catherine Smith
Sheila Clark	Vivian Lundgren	Kevin Swanson
Donald Compton	Connie Lussier	Laura Theriault
Rose Marie Constantin	Paulette MacKenzie-Dubuc	Elizabeth Thomas
Mary Dean	Daniel Maradyn	Francois Trottier
Randy Dorosh	Susan Marshall	Derrick Van Troyen
Lynda Drew	Lynda Matthews-Mackey	Sherr Wadson
Robert Gaudreau	Patrick McCormack	Irene Walker
Sylvia Getschel	Fern McKean	Emily Westwood
Doris Giroux	Brenda McKenzie	Brian Wiest
Gayle Graham	Eunice Miller	Zetta Willis
Sherryl Greensill	Susan Motiuk	Shannon Winitoy
Paul Guloien	Barb Neil	Jeanne Yakimyshyn
Carol Haisan	Harvey Norstrom	Helmut Zanger
Nancy Heaton	Judith Oliver	





October birthday party participants.

**Do you have a birthday in December?  
Your party is on Tuesday, December 19th at 1:30 pm.  
Please RSVP by December 12th to 780-468-1985.**



## GETTING "IN THE MOOD" FOR CHRISTMAS

Performance by SEESA's Melody Singers

Sunday, December 10 @ 2:00 p.m.  
9350 - 82 Street  
Tickets \$12.00

Purchase at SEESA front desk  
or by phone 780-468-1985

Complimentary Refreshments served following the performance  
(Coffee, Tea, Christmas Goodies)





## Fall Cardigan Raffle

TICKETS: \$4.00  
Draw Date: December 19, 2023



Beautiful hand-knit Cardigan  
(Lady's Size large)  
100% Pure Canadian Virgin Wool  
Timeless, Traditional Aran Pattern  
Generously donated by a SEESA member.



On Sale: October 18, 2023  
Purchase at SEESA Front Desk  
or by phone 780-468-1985

Licence #659509  
400 Tickets Printed




South East Edmonton Seniors Association  
9350 82 Street N.W., Edmonton Alberta Canada T6C 2X8  
780-468-1985 • info@seesa.ca • www.seesa.ca






## Discover More Living

Make the most of every moment with personalized service and meaningful experiences curated to your lifestyle. A place where you get to decide what every day looks like. That's more living.  
Revera is where your journey continues.



**BOOK A TOUR TODAY**  
Talk to us about our exclusive move-in offers  
[reveraliving.com/lifecontinued](http://reveraliving.com/lifecontinued)  
1-877-929-9222

Our Parents' Home  
10112 119 Street, Edmonton 780-935-9222

## Start the New Year Free

### 2 Free Months (January & February 2024)

Make the most of every moment with personalized service and meaningful experiences curated to your lifestyle. A place where you get to decide what every day looks like. That's more living. Our Parent's Home is where your journey continues.


Sign a lease by October 31, 2023 and you will get January and February 2024 **Free**.

Value up to \$10,882+ Two Bedroom \$7,416+ One Bedroom

**Exclusive Offer to Our Parents' Home.**

Terms and conditions apply.

Call today to learn more.  
Our Parents' Home  
10112 119 Street, Edmonton 780-935-5922  
[reveraliving.com](http://reveraliving.com)







## Foot Care Clinic

Certified nursing staff from  
*Edmonton Foot Care*  
are onsite at SEESA the **2nd Thursday**  
of the month to provide foot care.

**For more information or  
to book an appointment:  
Phone: 780-488-5878 or  
Email: [info@edmontonfc.net](mailto:info@edmontonfc.net)**

**Appointment Cost:  
\$32 (SEESA Member) - \$37 (Non-Member)  
*Paid directly to Nursing Staff***



The Accidental Drama Club presents

WOW!

Tickets on sale  
October 1, 2023

## Adventures of a Comic Book Artist

Book and lyrics  
by Pat Lydersen

Music by  
Wendy Woolf

November 17 Evening 7pm    November 18, 19 Matinee 2pm

Doors open: 1 hour before show    Concession available

Tickets: \$20 in advance, \$25 at door

SEESA *You belong here* 9350 82 St Edmonton  
(780) 468 1985

BOOM!



## Heather McPherson

Member of Parliament  
Edmonton Strathcona

Contact my office for  
assistance with:

- Employment Insurance
- Old Age Pensions
- Canada Revenue Agency
- Citizenship & Immigration
- Canada Student Loans
- Celebratory Messages

**780-495-8404**  
10045 81 Ave T6E1W7  
[heather.mcpherson@parl.gc.ca](mailto:heather.mcpherson@parl.gc.ca)



Follow on

Visit my website at [www.heathermcpherson.ndp.ca](http://www.heathermcpherson.ndp.ca)



## Fall 50/50 Raffle

**TICKETS \$5 EACH**

On Sale

September 12 - December 15, 2023

Purchase at SEESA Front Desk  
or Call 780-468-1985

**DRAW DATE DECEMBER 15, 2023**



South East Edmonton Seniors Association  
9350 82 Street N.W., Edmonton Alberta Canada T6C 2R8  
780-468-1985 • [info@seesa.ca](mailto:info@seesa.ca) • [www.seesa.ca](http://www.seesa.ca)

LICENCE #653786  
400 TICKETS PRINTED



# Edmonton Community Foundation Wills Week

Every October, Edmonton Community Foundation, partners with a dedicated team of estate lawyers to answer questions about wills and estate planning. SEESA was proud to host one of the Wills and Estate 101 sessions on Tuesday, October 3. The session provided a general overview of things to keep in mind when preparing estate plans and addressed common questions for developing wills and other documents that affect your estate. During the week, other topics discussed were Family Maintenance and Support Claims; Tax Considerations When Planning Your Estate; Fighting Terms of the Will; and Family Feud — Stories from Real Practice. If you were unable to attend, or would like to review the information, you can access the recorded sessions on [Edmonton Community Foundation's website](#).

Your legacy is one of the most impactful decisions in your lifetime. A legacy gift or planned gift in your will, is a charitable donation arranged during your lifetime, leaving some or all your estate to a charity or charities of your choosing and is a chance to ensure your values are carried into the future. A legacy gift has the power to inspire and transform our community for generations to come.

Planned giving allows you to commit now and gift later. You may wish to make a gift of securities, life insurance policies, establish an Endowment Fund, or name South East Edmonton Seniors Association

in your estate. Whatever type of planned gift you choose to make, your gift will ensure the continued operation of a variety of programming and clubs for a variety of members who are of a variety of ages and who have a variety of interests. SEESA staff would be pleased to assist you in identifying opportunities for legacy giving.

## **SEESA Shares Advertising Rates**

SEESA accepts paid advertising in *SEESA Shares*.

### **Advertising rates per single issue:**

Business card size:	3.5" w x 2" h	\$25.00
1/4 page:	4" w x 5" h	\$40.00
1/2 page:	8" w X 5" h	\$80.00
1/2 page:	4" w X 10" h	\$80.00
Full page		\$120.00

### **1500 email circulation**

Send submissions to: [info@seesa.ca](mailto:info@seesa.ca) preferably by the 1st of each month, so that any amendments can be complete by the 8th of the month. Publication is around the 15th of the month.

A one-time set up fee of \$30.00 may apply if your ad is not print ready.

Note: paid advertisements may not reflect the views of SEESA. Buyer discretion is advised. There is NO advertising in *SEESA What's Happening Now*.



# Tillie's Café

**Monday - Friday – Open 9 - 4**

*Breakfast served from 9:00 am - 10:30 am Lunch served from 11:30 am - 1:00 pm*

*Beverages and Goodies are available outside of meal times.*

**Breakfast:**

- Big Breakfast** - 2 eggs, 2 toast, bacon/sausages & hash browns .....\$11.50
- Small Breakfast** - 1 egg, 1 toast, bacon/sausages & hash browns .....\$8.00
- Pancakes (2)** - bacon/sausages .....\$8.00
- Oatmeal**.....\$2.50
- Special** - as posted and as priced

**Lunch:**

- Sandwiches** (Egg Salad or Tuna Salad)
  - Half/Full sandwich ..... \$3.50/6.00
- Soup** .....\$5.00

**ENTRÉES**

- Nov 20 – Chef's Choice** ..... \$TBD
- Nov 21 – Goat Cheese Manicotti with Roasted Vegetables** ..... \$14.00
- Nov 22 – All-Dressed Pizza and Vegetarian Pizza** ..... \$12.00
- Nov 23 – Creamy Alfredo Salmon Rotini with Mixed Vegetables** ..... \$15.00
- Nov 24 – Chef's Choice** ..... \$TBD
- \*\*\*
- Nov 27 – Chef's Choice** ..... \$TBD
- Nov 28 – Pork Kabobs with Tabbouleh and Flatbread** ..... \$13.00
- Nov 29 – House Made Macaroni and Cheese Side Salad**..... \$10.00
- Nov 30 – Haddock (1 or 2 pc.) and Baked Potatoes with Coleslaw** ..... \$12-15.00
- Dec 1 – Chef's Choice** ..... \$TBD
- \*\*\*
- Dec 4 – Chef's Choice** ..... \$TBD
- Dec 5 – Pork Ribs and Kraut**..... \$12.00
- Dec 6 – Vegetarian Lasagna** ..... \$14.00
- Dec 7 – Beef Pot Pie** ..... \$TBD

**Beverages:**

- Coffee/Tea (1 refill), Hot Chocolate .....\$2.00
- Bottled Water .....\$2.00

**Baked Goods:**

- As available and as priced
- Thursdays: Cinnamon buns .....\$4.00

**Frozen Selections to take home:**

- Soups** .....\$4.00
- Entrées** as available and as priced

# SEESA Announcement



## Announcement Member Services Coordinator

I am pleased to announce that Gina-Marie has agreed to take on a new position at SEESA, Member Services Coordinator.

This position is fundamental to the core of SEESA mission and values. Gina-Marie brings a vast knowledge of SEESA, its members and operations to this role and will be a critical component in helping SEESA continue with our commitment to connecting people in our inclusive community.

The position is responsible for welcoming, delivering exceptional customer service, and resolving concerns to SEESA members, potential members, and guests. Gina-Marie will be working closely with the Front Desk Reception and Tillie's Café volunteers to ensure processes and decisions are efficient, effective, and operationally feasible. Gina-Marie will also continue to work closely with other staff members to ensure the most effective service to our members, potential members, and guests.

Gina-Marie will continue in her present role until such time that we have a new Volunteer and Events Coordinator position filled. Once filled, Gina-Marie will be providing an orientation to the new staff member prior to transitioning fully to Member Services Coordinator.

This is an important role that I believe will enhance SEESA's ability to meet members' needs while allowing other staff to maintain focus on their functional roles so that we can grow and improve our programming and processes.

Please join me in congratulating Gina-Marie.

Shelley Williams  
Executive Director

South East Edmonton Seniors Association  
9350 82 Street N.W. Edmonton Alberta Canada T6C 2X8  
780-468-1985 • [info@seesa.ca](mailto:info@seesa.ca) • [www.seesa.ca](http://www.seesa.ca)





# Job Postings at SEESA



**Cook Needed**  
**Part time, 20 hours**  
**6:30 – 10:30 am**

**South East Edmonton Senior's Association (SEESA)** is a dynamic charitable organization providing opportunities for people 55+ to age well and be active vibrant members within the community.

**Are you interested in helping SEESA** with food services? Wanting to work with the Kitchen Coordinator and volunteers to provide healthy meals?

**Reporting to the Kitchen Coordinator, this part-time position** is responsible to assist in the preparation and cooking of quality, nutritional food for SEESA's Tillie's Café. Food Services is a key component in the way we engage and support membership.

## Responsibilities

- Open the Kitchen in the morning.
- Complete tasks assigned by the Kitchen Coordinator.
- Responsible for cooking breakfasts, completing meal preparation and baking.
- Maintain sanitary practices.
- Operate and clean dish washing area.
- Engage and support volunteers working in the kitchen.
- Maintain a clean and pleasant working environment.
- Comply with all municipal, provincial and federal rules and regulations for the safe handling and serving of food.
- Minimize food waste.
- Relief staff for kitchen when the coordinator is away.
- Support special events as required.
- Be a positive ambassador for the agency.
- Other duties as required.

## Qualifications

- Completion of Grade 12 or equivalent.
- Minimum 2 years related experience cooking and baking.
- Provincial Food Handling Certification.
- Experience with commercial food service equipment.

## Qualities

- Reliable, dependable and willing to learn and adapt to different ways of completing tasks.
- Strong interpersonal skills and customer service skills.
- Must be able to work with a team and independently when needed.
- Problem Solver, the ability to focus on options for solutions.
- Good time management and the ability to plan, coordinate, multitask, and prioritize.
- Understand issues facing seniors.
- Key values include integrity, respect, inclusiveness and welcoming.

South East Edmonton Seniors Association  
9350 82 Street N.W. Edmonton Alberta Canada T6C 2X8  
780-468-1985 • [info@seesa.ca](mailto:info@seesa.ca) • [www.seesa.ca](http://www.seesa.ca)



# Job Postings at SEESA (continued)



## Custodian

4 days per week (30 hours)

Monday, Tuesday, Thursday, Friday (12 – 8pm)

**South East Edmonton Senior's Association (SEESA)** is a dynamic charitable organization providing opportunities for people 55+ to age well and be active vibrant members within the community.

**Are you interested in helping SEESA** maintain a clean and safe facility?

**Reporting to the Executive Director, this 4 day position**, ensures our building and grounds are clean and neat in a safe manner that meets industry standards. This important role allows SEESA to have a warm, safe and welcoming facility that is conducive to implementing our mission: To empower and enhance the quality of life of people in our community as we age.

## Responsibilities

- Keeps the building including the gym, café and kitchen cleaned on a daily, weekly, monthly, semi-annual and annual basis.
- Sets up and takes down of rooms for scheduled activities, events and rentals.
- Checks, cleans and fixes inventory items for longevity.
- Performs heavy cleaning duties.
- Sweeps, mops, scrubs or vacuums floors.
- Gathers and empty trash and recycle items.
- Scrubs, sanitizes, and supplies restrooms.
- Manages inventory of cleaning supplies and orders supplies as required.
- Cleans windows, sills and mirrors, dusts furniture, walls and equipment.
- Mixes cleaning solutions and chemicals in containers in preparation for cleaning, according to standards.
- Follows procedures for the use of chemical cleaners and power machinery to ensure personal safety and prevent damage to floors and fixtures.
- Cleans and polishes fixtures and furniture.
- Shampoos or steam-cleans carpets and rugs.
- Maintains floors including scrubbing, waxing, stripping and refinishing.
- Operates vehicles required to perform work, including floor washing machine, outdoor grass tractor, and snow blower.

## Qualifications

- Previous cleaning and/or janitorial experience is an asset.
- Knowledge in standard cleaning methods.
- Ability to perform repetitive motion.
- Ability to lift heavy objects and climb ladders.
- Experience with using cleaning equipment, including vacuum cleaners, floor cleaning machines, and cleaning solutions.
- Knowledge in repairs and maintenance.

South East Edmonton Seniors Association

9350 82 Street N.W. Edmonton Alberta Canada T6C 2X8

780-468-1985 • [info@seesa.ca](mailto:info@seesa.ca) • [www.seesa.ca](http://www.seesa.ca)



# Job Postings at SEESA (continued)



## Volunteer and Events Coordinator

Full Time (37.5 hours per week)

**South East Edmonton Senior's Association (SEESA)** is a dynamic charitable organization providing opportunities for people 55+ to age well and be active vibrant members within the community.

**Are you interested in helping SEESA** recruit and maintain volunteers while supporting the agency events?

**Reporting to the Executive Director**, this position is integral to the functions and sustainability of SEESA. The key responsibilities include the recruitment, succession planning and scheduling of volunteers as well as coordinating the pre, during and post management of SEESA's events. All staff and volunteers focus on implementing SEESA's mission: To empower and enhance the quality of life of people in our community as we age.

### Responsibilities

- Recruit externally and internally and maintain positive, long-term relationships with volunteers.
- Coordinate volunteer schedules in agency areas including administration, front desk reception, kitchen and café, club liaisons, programs and events.
- Assess the need for volunteers to enhance program/service delivery.
- Develop and implement a succession strategy for volunteers.
- Develop relationships with outside organizations in community to develop interests in supporting SEESA at events or as ongoing volunteers.
- Process, organize and maintain volunteer paperwork ensuring specific positions have proper training/certificates required by regulation or policy such as Police and Vulnerable Sector Checks.
- Ensure confidential files for volunteers are updated and maintained to best practices.
- Oversee a volunteer recognition program and coordinate an annual volunteer appreciation event.
- Train staff to work effectively and cooperatively with volunteers.
- Develop and implement an annual volunteer assessment and satisfaction survey, compiling results and identifying areas for improvement.
- Complete all reporting requirements for agency and funders.

### Events

- Responsible for the organizing, planning, and execution of SEESA events such as the rummage sale, Christmas craft sale, special meal events, as well as volunteer and donor recognition events.
- Develops an annual event calendar with staff and the Events Committee.
- Create events materials, establish staffing and volunteer requirements, and ensure that program achieves stated objectives.
- Develops and manages event and SEESA sponsorships.
- Works closely with staff, volunteers, committee members and vendors to ensure seamless event logistics.
- Acts as staff liaison for SEESA club productions and ensures all processes are managed efficiently.
- Ensures applicable pre and post correspondence are complete.

South East Edmonton Seniors Association  
9350 82 Street N.W. Edmonton Alberta Canada T6C 2X8  
780-468-1985 • [info@seesa.ca](mailto:info@seesa.ca) • [www.seesa.ca](http://www.seesa.ca)





# Job Postings at SEESA (continued)

## Volunteer and Events Coordinator (continued)

### Qualifications

- Post-secondary Degree/Diploma in a related field.
- Minimum 2 years in nonprofit and volunteer/events experience
- Strong logistical skills.
- Experience with and knowledge of records management systems and databases.
- Excellent knowledge of applicable MS software applications.
- Maintain a high-level of discretion relating to confidential information including the ability to work well under pressure and manage sensitive subjects with tact, kindness and professionalism.
- Experience with design of posters an asset.

### Qualities

- Exceptional interpersonal, verbal, and written communication skills, including the ability to deal with difficult situations.
- Excellent teamwork; able to connect, contribute and bring out the best in a team.
- Problem solver, the ability to focus on options for solutions.
- Strong time management and organizational skills including the ability to plan, coordinate, multitask, prioritize, and carry out tasks independently.
- Understand issues facing seniors.
- Key values include integrity, respect, inclusiveness and welcoming.

### Working Conditions and Requirements

- This is an on-site full-time position (37.5 hours) Monday – Friday from 8am - 4pm.
- Some evening and weekends may be required.
- Light lifting may be required.
- Criminal record with vulnerable sector check is required.
- First Aid and CPR Certificate.

**Please email your resume and cover letter** to: Shelley Williams at [shelley@seesa.ca](mailto:shelley@seesa.ca)

Please include “Volunteer and Events Coordinator” in the title of the email.

Closing date is Sunday November 26, 2023.

Only those selected for interviews will be contacted.

South East Edmonton Seniors Association is committed to achieving a diverse workforce and strongly encourages applications from people of diverse backgrounds.

South East Edmonton Seniors Association

9350 82 Street N.W. Edmonton Alberta Canada T6C 2X8

780-468-1985 • [info@seesa.ca](mailto:info@seesa.ca) • [www.seesa.ca](http://www.seesa.ca)





# Canadian Country Music

Hosted by



## Legends

*Featuring!*



ALFIE MYHRE



JOYCE SMITH



RANDY HOLLAR



EDDY CHWYL



RICK MORGENSTERN

## Sunday, March 3, 2024 – 2 pm

**South East Edmonton Seniors Association  
9350 82 Street – Edmonton, Alberta**

**Complimentary  
Refreshments!  
Everyone Welcome!**

**Reserve Tickets Only:  
Available Nov. 20, 2023 to March 3 2024  
\$30.00  
Call: 780 468 1985**

**Doors Open  
At 1 pm  
Show at 2 pm**

# FYI Seminars, November – December 2023

Edmonton Room - (Class Limit 20 unless otherwise noted)  
Fee: \$3.00 Members & Non-Member

*See the November/December Program Guide for detailed information  
on these sessions and options for registration.*

## **Reflexology & Its Benefits for Better Health**

Monday Nov 20 (10:00 - 11:30 am) Presenter: Louella Klyne

## **Osteoporosis, Osteoarthritis and Falls**

Tuesday Nov 21 (1:30 - 3:00 pm) Presenter: Farah Saeb

## **Navigating Your Options, from Healthcare to Housing Supports**

Wednesday Nov 22 (1:30 - 3:00 pm) Presenter: Izabella Roth

## **Bring Your Own Device: Mango Languages**

Thursday Nov 23 (10:00 - 11:30 am) Presenter: Wendy Gronnestad- Damur

## **Preventing Falls in Older Adults**

Tuesday Nov 28 (10:00 -11:30 am) Presenter: Cathy Gladwin and Naomi

## **How to Deal with Anxiety and Depression in the Holiday Season**

Tuesday Dec 19 (1:30 - 3:00 pm) Presenter: Farah Saeb



**South East Edmonton Seniors Association**

9350 82 Street N.W. Edmonton Alberta Canada T6C 2X8

780-468-1985 • [info@seesa.ca](mailto:info@seesa.ca) • [www.seesa.ca](http://www.seesa.ca)

Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
<b>Fall 50/50 Tickets on sale - \$5/ticket</b> <b>Fall Cardigan Raffle Tickets - \$4/ticket</b> <b>Xmas Quilt Raffle Tickets - \$5/ticket</b> <b>Tickets for Melody Singers Christmas Performance on Sale - \$12/ticket</b>			1	2	3 Last day to purchase Roast Beef Lunch Tickets	4
5  Daylight Savings Time Ends. Turn clocks back 1 hour	6  CHARTWELL FYI Series Artful Talks 1:30pm	7	8 AB Floor Curling Association Tournament at SEESA <i>Tillie's Café will be CLOSED.</i>	9	10 Roast Beef & Yorkshire Pudding (Advanced Tickets - \$20)	11 Remembrance Day  <i>Left no Right</i>
12	13 SEESA Closed In lieu of Remembrance Day	14	15	16	17 Accidental Drama Club Production 7pm Tickets \$25 at the Door	18 Accidental Drama Club Production 2pm Tickets \$25 at the Door
19 Accidental Drama Club Production 2pm Tickets \$25 at the Door	20 Christmas Reuse Sale Donations accepted 9AM-3PM Nov 20 to Nov 30 (NOON)	21 Monthly Birthday Party Tillie's Café 1:30 - 3:00pm 	22	23	24	25
26	27	28 	29	30 Last Day to drop off Items for Christmas Reuse Sale by 12 Noon		



Sun.	Mon.	Tue.	Wed.	Thu.	Fri.	Sat.
					1 No Classes or Clubs  <b>Café closed for Special Event</b>	2 Christmas Re-use Sale and Festive Market 10am – 3pm
3	4 Session 1 (2024) Program Guide Available	5	6	7	8 Last day to buy tickets for Christmas Lunch	9
10 Melody Singers Christmas Performance 2:00pm	11	12 Registration 2024 Session 1  Special Lunch (TBC)	13	14	15 Fall 50/50 Draw Christmas Ticketed Ham Lunch	16
17	18	19 Monthly Birthday Party  Raffle Draws: Christmas Quilt Fall Cardigan	20	21	22 Winter Session 5 Classes End Clubs until 12 SEESA Closes at Noon	23
24	25 Christmas Day 	26 Boxing Day 	27 No Meal Service SEESA Open for Clubs and Memberships	28 No Meal Service SEESA Open for Clubs and Memberships	29 No Meal Service Clubs until 12 SEESA Closes at Noon	30
31 New Year's Eve 	2024 Clubs may return Tuesday, January 2 <sup>nd</sup> – Check with your Club Liaison 2024 Session 1 Classes Begin Monday, January 9 <sup>th</sup>					