

SYCAMORE SERVICES, INC.
POSITION DESCRIPTION

TITLE: Recreational Therapist
DEPARTMENT: Day and Community Services

JOB ANALYSIS CONDUCTED: October 2011

Note: Statements included in this description are the essential functions of this position.
Other non-essential functions may be assigned.

Relationship

Reports to: Director of Day and Community Services
Supervises: None
Other internal contacts: All Staff; Participants
External contacts: BDDS; MW Case Managers; Residential Providers, Family Members; Other Service Providers; School Systems
Work environment: Community and Day Program Sites
Distribution dependent upon consumer needs
Scheduled work hours: Ability to work non-standard/flexible hours based on consumer needs.

Job Summary

Works in collaboration with other members of the IST, designs and implements a recreational intervention plan which is tailored to each individual and his/her daily activities. Utilizing the APIE standards, the Therapist will consider input from other IST members as well as the individual served, conduct a standardized assessment and develop a therapeutic program targeted towards each individual's needs and identified goals. The Therapist will provide treatment services and recreation activities for individuals using a variety of techniques in an effort to improve and maintain the physical, mental, and emotional well-being of their clients so that they can enjoy greater independence. Techniques can include arts and crafts, sports, games, dance and movement, drama, music, and community outings. The Therapist will document the consumer's progress during activities. Therapists will uphold and promote the agency's mission statement.

Job Qualifications

- A. Bachelor's degree or higher with a major in Therapeutic Recreation or a major in recreation or leisure with an option in Therapeutic Recreation; or Bachelor's degree or higher in any major with a minimum of five years full-time paid work experience in Therapeutic Recreation services; or Bachelor's degree or higher in any major with a minimum of one year of full-time paid work experience in Therapeutic Recreation services under the supervision of a Certified Therapeutic Recreation Specialist (CTRS).
- B. Have a Certified Therapeutic Recreation Specialist (CTRS) credential by the National Council for Therapeutic Recreation Certification (NCTRC)
- C. Minimum of 1 years experience working with persons with disabilities required.
- D. Demonstrated ability to teach others.

- E. Knowledgeable in the development of Individual Service Plans. Must demonstrate sound understanding of Community Integration, and the ability to work effectively within human service systems
- F. Excellent verbal and written communication skills.
- G. Work non-standard/flexible schedule
- H. Valid driver's license and dependable transportation.
- I. Ability to lift a minimum of 35 pounds; upper body leverage strength required.

Essential Functions

- A. Program Coordination
 - 1. Communicate clearly and accurately the philosophy, goals, and purpose of Therapeutic Recreation/Recreation Therapy (TR/RT).
 - 2. Ensure outcomes for people with disabilities based upon their desires, interests, and personal plans for the future.
 - 3. Participate in team meetings as assigned by communicating progress of consumers to other staff and team members.
 - 4. Work in conjunction with Director of Day and Community Services to ensure quality of program, services, and agency success.
 - 5. Ensure that efforts are undertaken to implement each participant's choices.
 - 6. Provide opportunities for inclusion through training, advocacy, social interactions, invitations to participate, and planned activities.
- B. Facilitation
 - 1. Consults, as needed with supervisor concerning consumer referrals; collects assessment information; conduct/complete assessments and develop treatment plans.
 - 2. Implement individual and group TR/RT activities with assigned consumers.
 - 3. Participate in discharge planning with assigned consumers; completes TR/RT discharge summaries.
 - 4. Adapt and modify TR/RT activities to meet consumer needs and provide appropriate resources.
 - 5. Provide a positive and supportive atmosphere during TR/RT sessions.
 - 6. Encourage consumer involvement in recreation opportunities and provide necessary supports to facilitate involvement.
- C. Data Management
 - 1. Complete all reporting and documentation relating to consumers/services as requested.
 - 2. Ensure service consistency with policies, procedures, and regulations.
- D. Assurance
 - 1. Maintain open communication with families, care providers, agency staff and state agencies.
 - 2. Maintain confidentiality concerning all persons served by Sycamore Services.
 - 3. Keep current on communal and therapeutic resources available to best help the consumers.
 - 4. Ensure consumer safety during TR/RT sessions; follow health and safety policies, anticipate hazards, and take appropriate measures.

E. Sycamore Services Team

1. Promote and uphold the agency mission statement
2. Promote sense of team through mutual respect.
3. Other duties as assigned.

Approved

Date