

## RECREATION THERAPIST COORDINATOR

### KIND OF WORK

Supervision of staff and advanced professional recreation therapy work.

### NATURE AND PURPOSE

An employee in this class plans, directs, supervises and carries out a wide variety of recreational therapy programs for residents of a state institution. Therapists at this level are expected to be capable of handling a wide variety of cases including the severe emotionally disturbed and profounding retarded residents. Work involves the application of technical skills, knowledge and specialized techniques of supervision and rehabilitation therapy gained through experience as a recreation therapist. The employee is afforded wide latitude for both planning and directing a recreation therapies treatment program that will meet the specific needs of residents within a particular disability grouping. In this role, she/he acts as a consultant and performs supervisory responsibilities which include: assigning and controlling flow of work, changing and/or modifying procedures, training employees, effectively recommending hiring and disciplinary actions and conducting performance evaluations. Supervision in the form of periodic review of results achieved is provided by a Rehabilitation Therapist Supervisor or Rehabilitation Therapies Director.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Plans, develops, supervises and carries out, with minimal direction, of a program for the rehabilitation of residents within a treatment unit a welfare or correctional institution through organized individual and group therapy activities.

Demonstrates special methods and techniques used in conducting a well-rounded recreation therapies program.

Attends team meetings as a representative of the rehabilitation therapies department and submits reports, including regular progress reports on all residents participating in his program.

Assists in ordering equipment and supplies and in preparing budget data for the program.

Participates in in-service training programs for treatment unit and ward personnel.

Maintains liaison with public and private agencies as well as a variety of volunteer organizations involved in the institution's rehabilitation therapies program.

Reviews progress reports of subordinate personnel and recommends continuation, revision or curtailment of specific activities.

Advises other activities personnel as to individual techniques and overall program development.

Supervisory responsibilities include assigning and controlling flow of work, training employees, effectively recommending hiring and disciplinary action, and conducting performance evaluations.

Performs related work as required.

### KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

A wide variety of recreation therapeutic activities.

The dynamics of behavior of the mentally ill, mentally retarded, or chemically dependent.

Good administrative and supervisory principles.

Ability to:

Establish and maintain effective working relationships with other members of the staff, unit treatment teams and residents of the institution.

Supervise as well as teach therapeutic techniques to both professional and non-professional recreation therapy personnel.

Plan and develop treatment programs for an assigned group of residents and to evaluate the results of such programs, recommending modifications where necessary.

Instruct through lectures, demonstrations, and discussions.

Supervise staff.

Est.: 7/81  
Rev.: 2/82

T.C.:  
Former Title(s):