



Office of Human Resources
Recreational Therapist - CO0612
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General Statement of Duties

Conducts recreational therapy in the treatment and rehabilitation of patients or clients in a clinical or community-based therapeutic recreation program.

Distinguishing Characteristics

This classification is located at Denver Health Medical Center and Denver Parks and Recreation.

Level of Supervision Exercised

By position, performs leadwork over paraprofessional employees.

Essential Duties

Plans, coordinates and implements quality recreational therapy services and specialized recreation programs for people with disabilities to address patient/client functions using a variety of physical, cognitive, social, behavioral, and emotional and leisure activities.

Instructs patients/clients in various sports, arts, crafts, leisure skills, other recreational activities and community resources to be utilized after discharge.

Assists in the purchasing, scheduling and maintenance of recreational therapy equipment, facilities and supplies.

Assists in the development of departmental budget.

By position, coordinates program and/or client registration process designed to assess participant needs and inform program design.

By position, assists in formulating and screening Quality Improvement criteria.

By position, provides advice to personnel and the public about the Americans with Disabilities Act.

By position, establishes and maintains internal and external partnerships to enhance adaptive program activities.

By position, recruits, guides and tracks the work of instructors and volunteers to achieve quality programming delivery.

By position, administers and reviews program evaluation instruments for adaptive recreation programs; analyzes and uses findings to increase program and instructional effectiveness.

By position, records data in budgetary and accounting records, collects revenues and makes cash deposits.

By position, develops or modifies work plans, determines work priorities, documents performance, provides performance feedback, and formally evaluates the work of interns.

Performs other related duties as assigned or requested.

Any one position may not include all of the duties listed. However, the allocation of positions will be determined by the amount of time spent in performing the essential duties listed above.

Competencies

Customer Service - Interacts with customers in a friendly and professional manner, works to resolve issues quickly and effectively, and is knowledgeable about products and services.

Financial Management – Prepares, justifies, and/or administers the budget for program areas; plans, administers, and monitors expenditures to ensure cost-effective support of programs and policies; assesses financial condition of an organization.

Interpersonal Skills - Interpersonal Skills - Shows understanding, friendliness, courtesy, tact, empathy, cooperation, concern, and politeness to others and relates well to different people from varied backgrounds and different situations.

Technical Competence - Uses knowledge that is acquired through formal training or extensive on-the-job experience to perform one's job; works with, understands, and evaluates technical information related to the job; advises others on technical issues.

Writing - Writes in a clear, concise, organized, and convincing manner for the intended audience.

Knowledge & Skills

None

Education Requirement

Bachelor's Degree in Therapeutic Recreation, Recreation or Leisure or other related field.

Experience Requirement

None

Education & Experience Equivalency

One (1) year of the appropriate type and level of experience may be substituted for each required year of post-high school education.

Additional appropriate education may be substituted for the minimum experience requirements.

Licensure & Certification

By position, requires a valid Driver's License at the time of application.

By position, requires possession of the Certified Therapeutic Recreation Specialist (C.T.R.S.) credential by completion of the probationary period. C.T.R.S. Certification must be kept current as a condition of continued employment.

By position, requires certification in CPR/First Aid by the completion of probation.

Licenses and certifications must be kept current as a condition of employment.

Working Environment

Contact with patients under wide variety of circumstances.
Potential exposure to odors in kitchen and/or patient areas.
Potential exposure to unpleasant elements (accidents, injuries and illness).
Personal safety: aware of surroundings, people and events.

Subject to many interruptions.

Level of Physical Demand

3-Medium (20-50 lbs.)

Physical Demands

(Physical Demands are a general guide and specific positions will vary based on working conditions, locations, and agency/department needs.):

Eye/Hand/Foot Coordination: Performing work through using two or more.

Feeling: Perceiving attributes of objects by means of skin receptors.

Fingering: picking, pinching or otherwise working with fingers.

Hearing; perceiving the nature of sounds by the ear.

Lifting: raising or lowering objects weighing no more than 50 pounds, from one level to another.

Reaching: Extending the hand(s) and arm (s) in any direction.

Repetitive Motions: Making frequent movements with a part of the body.

Standing: remaining on one's feet in an upright position.

Talking: Expressing or exchanging ideas by means of spoken words.

Background Check Requirement

Criminal Check

Education Check

By position, Motor Vehicle Record

Assessment Requirement

None

Probation Period

Six (6) months.

Class Detail

Pay Grade: O-809

FLSA Code: Y

Established Date: 9/21/2018

Established By: LS

Revised Date:

Revised By:

Class History: