



## RECREATIONAL THERAPY AIDE

DEPARTMENT: PARKS & RECREATION

### CHARACTERISTICS OF THE CLASS

Under the general direction of the Site Supervisor, the incumbent is responsible for assisting with leading recreation programs for special populations, people of all ages with physical, emotional, developmental and sensory disabilities. Responsibilities include assisting with leading activities, organizing and maintaining materials needed for program activities, and assisting with other work related activities. Work is reviewed through conferences and written reports for adherence to established policies and procedures.

### EXAMPLES OF ESSENTIALS FUNCTIONS

1. Assists with leading activities for special populations, including the differently-abled.
2. Works with assigned program staff and volunteers, to complete daily tasks and assignments.
3. Performs related work as assigned.
4. Assists with organizing materials and supplies needed for various programs.
5. Assists with ensuring that assigned program participants are in a safe, secure, environment.
6. Assists with supervision of assigned program participants.
7. Attends staff meetings and recommended training programs or workshops.
8. Assists with Special events and activities.
9. Assists with general housekeeping tasks.
10. Treats all individuals with dignity and respect.

**NOTE:** The examples of essential functions as listed in this classification specification are not necessarily descriptive of any one position in the class. The omission of an essential function of work does not preclude management from assigning duties not listed herein if such functions are logical assignments to the position.

### REQUIREMENTS

- A. Training and Experience:
- B. Knowledge, Abilities And Skills:

Basic understanding of the content, organization and operation of special population programs.

Basic awareness and understanding of needs for individuals with physical and or mental limitations.

Basic knowledge of the recreational needs of the differently-abled.

Ability to communicate clearly and concisely, orally and in writing, to groups and individuals.

C. Physical Requirements: 2

D. Environmental Requirements: 1

E. Sensory Requirements: 3, 6, 8, 9