

Wernle Youth & Family Treatment Center

Job Description

Job Title:	Recreation Specialist
Company:	Wernle Youth & Family Treatment Center
Department:	Operations
Reports to:	Director of Operations and Education or designee
Status:	Full Time Non - Exempt

Wernle is a non-profit residential treatment – behavioral health care agency committed to providing quality services to children and their families through caring programs and healing relationships, which are reflective of God’s love in Jesus Christ.

Job Summary:

Assists in designing, implementing and facilitating various therapeutic recreation activities that foster team building and social skills development as well as meet the individualized needs and interests of adolescent males and females, ages six to 21, in compliance with COA standards and state, federal, agency and all other applicable rules and regulations, and Wernle policies and procedures.

Essential Duties and Responsibilities:

- Counsel and encourage residents to develop leisure activities.
- Confer with members of treatment team to plan and evaluate therapy programs.
- Conduct recreational sessions to improve residents’ physical well-being.
- Instruct residents in activities and techniques, such as sports, dance, music, art, outdoor experiences, relaxation techniques etc. which are designed to meet their physical or psychological needs.
- Obtain information from medical records, medical staff, family members and the patients themselves to assess residents’ capabilities, needs and interests.
- Prepare and submit reports and charts to treatment team to reflect residents’ recreational participation and progress.
- Assist in the design, implementation and facilitation of various therapeutic recreation activities.
- Provide direction for direct care staff participation, as needed.
- Ensure that residents receive treatment as prescribed.
- Manage inventory of recreation department supplies and equipment.
- Coordinate use of recreation facilities for multiple events.

- Enforce residential rules and regulations concerning dress, conduct and use of supplies and equipment.
- Reinforce the goals and objectives of individual treatment plans for residents by positively reinforcing strengths and addressing areas for continued development.
- Monitor behaviors and responds to irregularities or problems, which may include administering appropriate forms of consequences, including, but not limited to, use of a level system, de-escalation techniques and initiating and/or participating in physical restraints (as defined by Therapeutic Crisis Intervention), when necessary, to protect residents and others from harm.
- Model appropriate communication and behaviors for residents.
- Complete required reporting and various other documentation, as required and/or needed, in both handwritten and Microsoft Office formats.
- Assist in maintaining safe and healthy environment.
- Provide service and assistance to direct care staff and management as needed.
- Develop and maintains positive relationship with external customers, families and residents and employees.
- Obtain thirty-two (32) hours of continuing education credits per year.
- Perform other duties as assigned.

Education and Experience:

Possesses a minimum high school education certified by diploma or equivalent.

Certificates, Licenses, Registrations:

Possesses valid driver license.

Language Skills:

Possesses ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals; ability to write routine reports and correspondence; ability to verbally communicate with residents and co-workers.

Mathematical Ability:

Possesses ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals; ability to compute rate, ratio, and percent.

Reasoning Ability:

Possesses ability to apply reasonable understanding to carry out instructions provided in verbal, written or diagram format; ability to exercise good judgment; ability to identify and respond to problems and crisis situations in the time frame and manner demanded by their severity.

Physical Requirements:

The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. **Physical requirements include**, but are not limited to, the ability to reach with hands and arms, talk, hear, stand, walk, run, sit, use hands to finger, handle or feel, climb or balance, stoop, kneel, crouch, or crawl. The employee must occasionally lift and/or move up to 50 pounds. The employee is occasionally exposed to physical activities with the children that could result in physically escorting and/or restraining a child as well as physically intervening and/or removing a child to a secure setting*. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

*Depending upon the safety needs of the unit program and the size and weight of the residents, this may require an employee to complete an endurance/lifting assessment to determine physical capacity for the position.

Mental Requirements:

The mental requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. **Mental requirements include**, but are not limited to, the ability to concentrate, take initiative, cope with stress, adapt to and stay alert in a busy work environment. Other requirements include the ability to maintain personal and emotional boundaries with residents and the ability to accept and manage change and ambiguity in a variety of situations.

Work Environment:

The work environment described here is representative of that which an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee may frequently drive an automobile, taking children to appointments, recreational activities, and various other appointments. Employees may be exposed to outside weather conditions, blood borne pathogens, and a constant or intermittent high noise level that could cause distraction or hearing loss. The noise level in the work environment is usually moderate to loud.

I have read the above job description and fully understand the requirements set forth therein. I accept the position of Interim Recreation Specialist and agree to abide by the requirements set forth and will perform all duties and responsibilities to the best of my abilities.

Employee Signature

Date