

Job Class Profile: Recreation Therapy Worker I**Pay Level: CG-24 Point Band: 422-455**

Factor	Knowledge	Interpersonal Skills	Physical Effort	Concentration	Complexity	Accountability & Decision Making	Impact	Development and Leadership	Environmental Working Conditions	Total Points
Rating	2	3	4	4	2	3	3	1	3	
Points	93	50	25	19	60	65	62	21	32	427

JOB SUMMARY

The Recreation Therapy Worker I is responsible for participating in and delivering recreational and social programming for clients. Provides assistance to staff involved in therapeutic recreational programming activities.

Key and Periodic Activities

- Facilitates, gives instructions, operates equipment, demonstrates, and/or participates in a variety of individual or group recreation, social and leisure activities (i.e. games, arts, crafts, movies, and toys) for clients and sometimes their families.
- Reads client stories; delivers and reads (if requested) clients mail; and may assist in replying to mail (i.e. writing letters/emails).
- Confers with supervisor regarding daily activity schedules and works collaboratively with others (i.e. recreation therapy staff), to deliver programming.
- Completes office related work that may include, but is not limited to, filing, answering telephone calls, ordering, and maintaining an inventory of supplies.
- Inspects equipment, sets up and prepares facilities and gathers materials for events/activities, and tidies up work areas afterwards.
- Assists and participates in a variety of recreation activities for seasonal entertainment/parties, sets up and organizes concerts, annual holiday events, breakfast groups, bingos, bus outings, fun, and fitness activities, etc.
- May supervise activities of children or adults in recreational programming; documents activities; and provides information related from those events with family members, recreational staff, and others.

SKILL**Knowledge****General and Specific Knowledge:**

- Recreation and leisure activities
- Department procedures and policies

Formal Education and/or Certification(s):

- Minimum: High School Diploma
- First aid, Cardiopulmonary Resuscitation Training (CPR)

Years of Experience:

- Minimum: Less than 1 year

Competencies:

- Work in a multi-disciplinary team
- Work with clients with a range of different needs
- Strong communication and interpersonal skills

Interpersonal Skills

- A range of interpersonal skills are used including listening and providing routine information to clients and recreation staff, providing support to and encouraging clients and their families to participate in activities, instructing clients in leisure or recreational programs (i.e. games, toys, sports, etc.) and occasionally may deal with upset or angry people.
- Communications occur with a range of contacts including clients and their families, recreational staff, manager, students and community groups.
- The most significant contacts are with clients and their families and recreation staff.

EFFORT

Physical Effort

- Occasionally, the demands of the job result in considerable physical fatigue requiring rest periods.
- When participating in recreational activities, constantly moves objects such as toys, games up to 10 lbs, and occasionally equipment and supplies up to 25 lbs. (i.e. furniture, chairs, tables, etc.).
- Regularly stands, walks, and may work in awkward, cramped positions when working in group recreational activities. Occasionally sits to work on the computer.
- There is a regular requirement to use gross motor and fine finger precision skills (i.e. to make crafts, play games, paint, and work on the computer) and maintain physical balance when participating in recreation activities (i.e. bowling).

Concentration

- Activities requiring **visual concentration** are constant when watching clients of various ages and physical conditions to ensure their safety and health. In addition, **visual concentration** is used to demonstrate instructions of games or activities to clients and to enter data into a computer.
- **Auditory concentration** is constantly required to listen to clients, some of whom may have physical or mental challenges for which they may not hear and/or understand the activities. **Auditory concentration** is also required when discussing/collaborating with colleagues, volunteers, and families on various topics and communicating to other departments regarding activities.
- Regularly, **other sensory concentration such as touch** is required, in order to have physical contact with clients when participating in recreational programs (i.e. baking and cooking

classes), to prevent burns and to determine if things are hot or cold. Regularly, the **sense of smell is required** to be aware of a client's personal hygiene, and be sensitive to scents in case of clients' allergies.

- **A higher level of attentiveness** is required when working with clients who may be more vulnerable to illness, infectious diseases, and/or who require a higher level of assistance due to the acuity of their medical condition.
- Has to respond to **time pressures** and **may not have control over the pace of their work** depending on the number of clients that require recreational/leisurely programming. There are **time pressures** as a result of clients' individual challenges including meal times, appointment schedules, **interruptions** by other clients, and when completing documentation of client's participation.
- **Eye/hand coordination** is required to operate a variety of recreational equipment and participate in a variety of recreational activities.
- **Exact results and precision** is required when preparing materials for activities to ensure the health and safety of clients.

Complexity

- Tasks and activities are similar/related in terms of skills and knowledge where the tasks are usually well-defined.
- Complexity of work relates to the delivery of recreational and social programming for clients. Provides assistance to staff involved in therapeutic recreation activities.
- Problems typically have obvious solutions and can be addressed by following procedures/guidelines or resolved in a team setting.
- Typical complexities include delivering leisure and recreation activities to help clients adjust to hospital life, be more receptive to medical treatment, and ease their resumption of community living.
- Complexities tend to be solved by obtaining advice and guidance from recreation staff, manager, reference manuals, and policies and procedures.

RESPONSIBILITY

Accountability and Decision-Making

- Work tasks and activities are generally prescribed or controlled.
- The manager guides the structure of the work tasks and activities within the set limitations of an overall recreational and/or social program.
- Decisions are made independently regarding setting up facilities and gathering materials for activities, selecting games to play with clients or books to read, ordering some supplies, and documenting clients' information.
- Requires approval for tasks such as purchasing nonroutine equipment and supplies, policy and procedure changes, and changes in program activities.
- Has some discretion to select types of games used with clients to suit the clients' needs. Policy, procedures, and guidelines exist for daily work tasks. A high degree of discretion is used when interacting with clients during medical emergencies.
- Provides information to recreation staff, clients and their families related to recreational

activities and the clients' participation level.
Impact
<ul style="list-style-type: none"> — Work activities have an impact on the immediate work area, within the department, and on clients. — There are positive and negative impacts resulting from the activities delivered to the clients. — The resources that are impacted include: information, finances, health and safety, and corporate image. The most significant impacts are on health and safety of clients, finances, information, and corporate image. — Errors are typically identified and resolved within hours of identification by therapy workers, other members of the healthcare team, or the manager.
Development and Leadership of Others
<ul style="list-style-type: none"> — Not responsible for the supervision of staff. — May occasionally provide job advice, guidance, on-the-job training, and orientation to new employees. — Does not provide team and project lead activities.

WORKING CONDITIONS

Environmental Working Conditions
<ul style="list-style-type: none"> — Follows safety precautions when working with recreation equipment to ensure that it is used properly, that safety practices are followed at all times during programming, and that universal precautions are taken regarding infection control (i.e. following hand/equipment washing techniques as necessary). Also wears masks, gowns, and protective eyewear when visiting clients in isolation rooms. — There is limited likelihood of receiving minor injuries or illnesses, but it is not likely activities would result in a partial or total disability. — Occasionally exposed to physical hazards, health and safety risks, and undesirable characteristics in the environment such as unusual/distracting noise, dirt/dust/filth, glare of computer screen, wet or slippery surfaces, bodily fluids and waste, infectious diseases when interacting with clients, odours, and physical dangers or threats.