

Working Title Recreation Therapist	Name [REDACTED]
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Position Number [REDACTED]	Reports to Position No., Class & Level [REDACTED]	Division, Branch/Unit [REDACTED]	Ministry Children's Services
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Present Class [REDACTED]	Requested Class
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Dept ID [REDACTED]	Program Code [REDACTED]	Project Code (if applicable) [REDACTED]
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PURPOSE: Give a brief summary of the job, covering the main responsibilities, the framework within which the job has to operate and the main contribution to the organization (see Non-Management Job Description Writing Guide [Pages 7-8](#)).

Reporting to the Program Supervisor of Yellowhead Youth Centre (YYC), the Recreation Therapist II provides recreation programs and assessments to youth residing at YYC in the Intensive Treatment, Secure and PSH settings. As well, the Recreation Therapist II has assigned recreation resource liaison and consultation responsibilities for specified program areas which includes providing recreation advice and guidance to both staff and youth at YYC.

RESPONSIBILITIES AND ACTIVITIES: The purpose of the job can be broken down in different responsibilities and end results. Each end result shows what the job is accountable for, within what framework and what the added value is. Normally a job has 4-8 core end results. For each end result, approximately 3-6 activities should be described (see Writing Guide [Pages 9-10](#)).

Utilizing both knowledge and practical experience, the Recreation Therapist II develops recreation programs that assist youth in developing leisure interests and knowledge, and that adhere to the recreation needs of the youth living at YYC.

1. Program planning and implementation:

- The Recreation Therapist II develops and implements recreation programs/activities that run on a weekly or monthly schedule. The monthly activities will be based on commitment activities that the youth must attend at least once a week. These sorts of activities include the photography program, scrap booking program, basketball team, soccer team, drama program, movie making program, etc.
- The Recreation Therapist II will participate in the evaluation, with the help of Child and Youth Care (CYC) staff, existing programs and help develop strategies for future direction of those programs.
- Annually provide specialized outing e.g. canoe trips leaving from Devon and finishing at Fort Edmonton Park
- Help individual setting plan, implement, supervise and/or evaluate their own special recreation events.
- With the intensive treatment setting the Recreation Therapist II will commit to implementing the Adventure Based Counselling Group. The group consists of a two week build up of experiential based activities while each participant works on their individual and the group goal. The group will end with a peak experience and the Recreation Therapist II will evaluate each youth's success and discuss it with the CYC staff from their setting.

2. Provide Recreation Assessment and Recommendations:

- The Recreation Therapist II meets with a youth from the Intensive Treatment settings within the first 30 days after admission in order to complete the recreation assessment. The assessment consists of a sit down interview with the youth and as well as having the client complete a computer survey.
- Results from the assessment will be reviewed by the Recreation Therapist II who then makes recommendations to the YYC multi-disciplinary treatment teams as to what the recreation activities both on complex and in the community may be appropriate and beneficial for the youth.
- It is up to the Recreation Therapy team to keep the recreation assessment current appropriate for the youth being served by YYC.
- Attend youth case conferences to present the recreation assessment information and corresponding recommendations to caseworker, parents and others involved in the youth's treatment plan.

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3. Administrative Responsibilities:

- Each youth in an Intensive Treatment setting is supported to participate in recreation activities each week. In order to measure this, the Recreation Therapist II records which youth sign up for specific activities, and then discusses with the CYC staff, which youth still need to sign up. This is to ensure commitment and participation levels are met as per the youth's treatment plan.
- Program statistics are maintained and kept in order to monitor participation of each unit in recreation programs.
- The Recreation Therapist II maintains and updates any equipment needed throughout the recreation facilities on complex including: the weight room, the gymnasium, the pool, the photography room, the craft room, the drama room, and skating rink.
- Recreation Therapist II's attend meetings with supervisor, CYC staff, and other YYC clinical team members to discuss changes, concerns and/or other related matters about recreation and/or planning concerns.
- Recreation Therapist II's maintain expenditures for each program. Additionally, an annual budget summary will be completed at the end of the fiscal year. Any new funding due to inflation or additional programming costs will be requested for at this time period.

4. Provide Community Resources and Current Information:

- For each of YYC's intensive treatment settings, Recreation Therapist II's will continually update community resources for both youth and staff. Information such as equipment resources on complex, community recreation facility costs and programming, seasonal youth camps, and program/lesson contact information and registration times will all be made available and updated.
- Each youth in intensive treatment will receive information about the City of Edmonton's Leisure Access Pass program and the opportunity to possess one. The Recreation Therapist II will assist the client and CYC staff with this process using delegation paperwork.
- Act as a community liaison for YYC. Gain information in regards to the community programming in the different areas of the city, along with letting other organizations and group know about YYC and our youth.

5. Supervision and Coordination:

- ➔ In conjunction with the school at YYC, the Recreation Therapist II will train and supervise youth completing a work experiences. There are a variety of different jobs the work experience student may chose from including: rink manager, art coordinator, equipment manager, office assistant, and promotions coordinator.
- ➔ The Recreation Therapist II, in conjunction with the varying college and university institutions, participates in the development of practicum students. The Recreation Therapy team provides training, development, and teaching for practicum student throughout the duration of their time at YYC. This includes administrative duties, program development and implementation skills, along with knowledge development.
- ➔ The Recreation Therapist II provides supervision and training to volunteers that work within the recreation therapy team as well as those that utilize the recreation facilities.
- ➔ Recreation Therapist II's, according to regulations, conduct a quarterly swimming pool in-service which address spinal seminars for all staff and volunteers that possess a current NLS certificate.
- ➔ Retain membership with the Alpine Club of Canada and Hosteling International, and a relationship with Parks Canada in order to maintain a current knowledge of the parks system and the outdoors.

SCOPE: List specific information that illustrates what internal or external areas the job impacts, and the diversity, complexity, and creativity of the job (see [Section 2.4](#)).

The ability to work collaboratively, creatively, confidentially and respectfully is essential to ensure the Recreation Therapy team can be a fully functioning part of the multi-disciplinary treatment team as well as build and maintain partnerships with community organizations. The decisions that are made are driven by consideration, first and foremost, for the health and wellbeing of the youth at YYC. Foundational practices such as Trauma Informed Care, Foundations of Caregiver Support and Adventure Based Counselling are sourced when planning and implementing opportunities and activities for the youth.

This position is characterized by a working knowledge of the Child, Youth and Family enhancement Act (and all related acts) while taking into account the specialized needs of youth in a campus-based treatment facility. This position also requires a strong knowledge of community resources, directed at youth, to enable them to build social skills, life skills and create positive and health options for recreation activity choices. Under the right conditions, these activities provide the essential elements of safety, making positive connections, and develop coping skills that enable them to develop or re-develop emotional equilibrium.

Internal impacts of the job:

- ➔ Leisure education. The objective is to offer and introduce a variety of creative and positive recreational experiences to youth at YYC. This is to stimulate and teach youth to try new and positive experiences.
- ➔ Offer Adventure Based Counselling groups to youth that are not getting treatment through conventional methods of counselling.
- ➔ Offering community recreation information and resources to both staff and youth at YYC.
- ➔ Working within a multi-disciplinary treatment team and working together to help offer the best and most positive counselling and treatment for the youth at YYC.
- ➔ Working together with the Program Facilitators at YYC, to monitor and recommend specific recreation activities and resources for youth once they have left YYC or in the discharge phase of their stay at YYC.
- ➔ Provide opportunities for the development of skills such as problem solving, conflict resolution, planning, communication, and daily life needs such as cooking, hygiene, fitness etc. for the youth.

External impacts of the job:

- ➔ Practicum Students and volunteers are provided opportunities for learning and development.
- ➔ While working with the community leagues such as, Prince Charles, Sherbrooke and Inglewood, increased community awareness and positive community relationships are established.
- ➔ When asked upon, the Recreation Therapy team plans and facilitates teaching seminars and workshops in regards to offering recreation programming for youth who have experienced trauma and have resulting emotional and behaviour challenges. These presentations are mainly provided to the University of Alberta Recreation faculty and to the ATRA (Alberta Therapeutic Recreation Association).

KNOWLEDGE, SKILLS & ABILITIES: Include information on required diplomas and degrees along with identifying the most important knowledge factors, including knowledge about practical procedures, administrative, technical or professional techniques, technical, scientific or program related processes, etc. Detail specific training if there is an occupational certification/registration requirement for the position. Specify the type of experience required for the position (see Writing Guide **Pages 12-14**).

Skills:

- Strong and quick decision making skills
- Conflict resolution and problem solving skills
- Art therapy and activity planning experience
- Exceptional interpersonal skills, including leadership, and teambuilding skills
- Strong organizational, planning and implementation skills
- Group facilitation and counselling skills
- Working knowledge of computer applications in a Windows environment (Microsoft Word, Power Point etc.)
- Valid driver's license
- Skills in non-abusive restraint, medication delivery, suicide intervention and aquatic first aid methods.

Knowledge:

- Post secondary degree in Recreation and Leisure Studies (Recreation Administration), Physical Education, Recreation Therapy; or Diploma from a Recreation Therapy Program with a minimum of two years experience with youth experiencing trauma-related emotional and behavioral challenges ages 10-18.
- Knowledge of leisure education and community recreation resources.
- A minimum of six months to one year experience in providing recreation services with youth experiencing trauma-related emotional and behavioral challenges
- National Lifeguard Service, First Aid/CPR Certificate (current), Valid Driver's License. Other certificates such as Wilderness First Aid and Bronze Cross are additional assets.
- Outdoor experience such as canoeing, skiing, and backpacking are beneficial to being a member of the YYC's recreation staff.
- Knowledge of the delivery of Adventure Based Counselling and experiential education.
- Good health.
- Facility management and recreation equipment maintenance knowledge (e.g. cross country skiing equipment, weight room equipment, etc.)
- Familiar with the Canadian Accreditation Council standards

CONTACTS: Identify the main contacts the position communicates with and the purpose of the communication (See Writing Guide **Pages 14-15**).

The position communicates daily with the multi-disciplinary team including – CYCW1C's, CYCW2's – Team Leaders, CYCW3, Management, Program Facilitators, Indigenous resource person, Psychologists, teachers, Houseparent and Administrative staff to ensure effective program and service delivery, coordinate and support the provision of treatment goals, respond to priorities and provide best outcomes.

Daily contact with children/youth for the provision of program and service delivery

SUPERVISION EXERCISED: List position numbers, class titles, and working titles of positions directly supervised (see Writing Guide **Page 15**)

CHANGES SINCE LAST CLASSIFICATION REVIEW: Identify significant changes that have impacted the responsibilities assigned to your position since the last review (see Writing Guide **Pages 15-16**).