

**MASONIC VILLAGE**

**POSITION DESCRIPTION**

Position Title: Recreation Therapist FLSA Status:

Department: Resident Services

Supervisor Title: Supervisor Therapeutic Recreation Services

**I. POSITION OBJECTIVE**

Provide a comprehensive service of therapeutic recreation designed to eliminate boredom, helplessness, loneliness, and meet the individual interests of the residents who reside in the Masonic Health Care Center. Assure that the approach and implementation of the service will meet and be in full compliance with state and federal regulations.

**II. ORGANIZATIONAL COMPETENCIES**

**Serving Others**

* Listens to their customers to identify and clarify their needs.
* Works with leadership and co-workers to develop workable solutions that best fit the needs/wants presented by the customer.
* Maintains a beneficial working relationships with all of our customers through continued communication.
* \*Customer is defined as resident, families, co-workers and vendors.

**Teamwork**

* Exhibits teamwork through the ability and willingness to work and communicate with the members of the organization in achieving Masonic Villages’ goals.
* Provides support and resources to assist in the success of the team and how it interacts with other teams within the organization.
* Provides timely, constructive, and respectful feedback to the team and team goal(s).
* Assists co-workers in the completion of tasks.

**Trust and Respect**

* Exhibits actions and behaviors that are respectful toward creating an environment where all individuals are treated with compassion, dignity, and honesty.
* Relationships are built on treating others as we want ourselves to be treated. Exhibits an understanding and acceptance of cultural differences.
* Respect for co-workers in timely attendance, active engagement at meetings and following through on the completion of job duties or assignments.

**Personal Accountability**

* Engaged in the success of the organization through commitment to Masonic Villages Mission, Vision, and Values. Personally adheres to the Personnel Policy Handbook and the Code of Conduct of the Masonic Villages.
* Assists co-workers and others in following the established employment guidelines and policies of the Masonic Village.

**Personal Responsibility**

* Takes ownership of his/her actions and words.
* Models behavior that results in thoughtful decision making, critical thinking, and problem solving.
* Successfully completes assigned tasks and job duties, and if needed, requests guidance/assistance for tasks and job duties from leadership and co-workers.
* Willingly assists co-workers as they learn new tasks and job duties and will assist with the completion of a job or task that requires more than one person for completion.
* Is punctual to begin work at the designated start time of each shift and leaves work at the designated end time of each shift.
* Understands that consistent work attendance is required and avoids excessive absenteeism. Will follow Masonic Villages and/or departmental guidelines for attendance.

**III. ESSENTIAL FUNCTIONS/PROFESSIONAL COMPETENCIES**

1. Professional and Regulatory Competencies

Demonstrates knowledge of CMS federal and state regulations.

Demonstrates and displays the ability to implement the American Therapeutic Recreation Association Standards of Practice for Therapeutic Recreation.

Continues education to maintain professional certifications.

1. Therapeutic Recreation Services

Demonstrates knowledge and displays the ability to develop, implement, and evaluate programming to restore, remediate, rehabilitate or maintain the resident’s physical, social, cognitive, emotional and spiritual functioning.

Provides services ranging from diversional activities, to therapeutic activities and individual therapy sessions; all focused on meeting residents’ needs, their recreation interests and preferences.

1. Assessment Skills

Demonstrates knowledge and displays the ability to conduct an ongoing assessment in an effort to collect systematic, comprehensive, and accurate data to complete the Resident Assessment Instrument (RAI) and Therapeutic Recreation Assessments.

1. Documentation Skills

Demonstrates and displays the ability to use both verbal and written communication skills to share their evaluation of a resident via assessments and progress notes.

1. Care Planning Skills

Demonstrates and displays the ability to develop and write a resident centered focused plan of care that includes a measurable goal and individualized interventions. The plan will addresses the resident’s needs from a physical, cognitive, social, emotional and/or spiritual domain.

1. Administrative Skills

Demonstrates and displays the ability to create and maintain a monthly neighborhood calendar.

Manage and balance a neighborhood Therapeutic Recreation budget for programming and community trips

Order and maintain an organized inventory of programming supplies and equipment

1. Resident Centered Approach

Actions, approaches, decisions and the delivery of Therapeutic Recreation Services focus on the individual resident.

1. Supervision/Coaching Others

Coaches, guides, and directs interns, students, and volunteers using appropriate education and Masonic Village guidelines and agreements.

**IV. KNOWLEDGE / EXPERIENCE REQUIREMENTS**

1. Bachelor degree in Therapeutic Recreation required, Certified Therapeutic Recreation Specialist or eligible to sit for exam and achievement of National Council Therapeutic Recreation Certification within one year of employment.
2. Strong written, oral, organization and basic computer skills.

3. Valid Pennsylvania driver’s license.

**VI. PHYSICAL JOB REQUIREMENTS**

**See Physical Job Requirements Checklist in Human Resources**

**VII. APPROVALS FOR POSITION DESCRIPTION**



Gary W. Wylde

Name (Please Print) Signature

Department Director 3/27/17

Title Date

*The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of duties, responsibilities or requirements.*