

City of Fort Collins
Job Description

Job Title: Therapeutic Recreation Intern
Department: CLRS/Recreation
FLSA Status: Non-Exempt
Approved Date: 1/6/99

SUMMARY

Under the general supervision of a Certified Therapeutic Recreation Specialist, assists in implementing a comprehensive Recreation program for persons with disabilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Follows protocols, procedures, and/or guidelines for the safe and smooth operation of the program.
- Encourages interactions of the participants and provides necessary assistance to facilitate maximal independence and fun in an activity.
- Participates in meetings by providing feedback and possible solutions to the processes.
- Acts as a liaison with other City, County and State agencies and groups in establishing cooperative programs for persons with disabilities.
- Leads and directs activities as assigned.
- In consultation with agency supervisor, plans, organizes, coordinates, conducts, and evaluates at least one special project.

SUPERVISORY RESPONSIBILITIES

This position is not responsible for the supervision of regular city employees.

QUALIFICATIONS

The requirements listed below are representative of the knowledge, skills and abilities required to perform the necessary functions of this position.

KNOWLEDGE, SKILLS AND ABILITIES

- A basic understanding of the philosophical foundations of Recreation and leisure, as well as the psychosocial ramifications on the individual with or without a disability.
- A basic understanding of the physical, cognitive, and socio-economic needs of individuals with varying disabilities.
- Ability to drive a multi-passenger van and various other motor vehicles.
- Ability to establish and maintain effective working relationships with fellow employees, customers, and the general public.
- Ability to communicate effectively, both orally and in writing.
- Ability to speak effectively before small groups.

EDUCATION and/or EXPERIENCE

Necessary educational requirements per college or university.
Experience working with individuals with disabilities.

LANGUAGE SKILLS

- Ability to write reports and business correspondence
- Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

REASONING ABILITY

- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATIONS

- CPR and First Aid Certification.
- Current Colorado driver's license.

PHYSICAL DEMANDS

The person is regularly required to sit for extended periods, stand, walk, stoop, and lift objects weighing up to fifty pounds. He/she must have all cognitive and physical abilities to perform all requirements of the position.

WORK ENVIRONMENT

Work is performed in several types of environments including an office or meeting setting that may involve extended periods of sitting, standing and moving about while making presentations in front of groups, visiting and participating in a variety of recreational activities and attending meetings during the day, evenings or weekends; and traveling to various City locations. Some instate travel may be required.

While performing the duties of this job, the employee is occasionally exposed to blood borne pathogens and uncontrollable behaviors such as kicking or biting. The noise level in the work environment is usually moderate.

Reasonable accommodations may be made to enable individuals to perform the essential functions.

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