

City of Dallas
Classification Specification

Title:	Therapeutic Recreation Specialist	Class Code:	14410
Application:	Career Series	Pay Grade:	G
Supplemental/Code:	Professional/2	Established:	10/01/94
FLSA Status:	Non-Exempt	Revised:	01/01/09

Position Purpose:

Develops, implements, and evaluates therapeutic recreation/leisure activities for persons with disabling conditions in various program areas which include creative and performing arts, environments/nature studies, sports, gross motor activity, fitness, and aquatic programs for adults and youth to meet the diverse leisure needs of the citizens with disabling conditions.

Essential Functions:

1. Develops program structure for assigned area by planning activities, evaluating the programs, teaching classes, and communicating with family members and care givers to meet the needs of persons with disabling conditions.
2. Coordinates special events and staff availability and resources by developing cooperative services with a variety of agencies and organizations and facilities to ensure quality services are provided.
3. Supervises subordinates, which includes assigning programs, scheduling, hiring, training, and performance review to ensure productivity and quality standards are maintained.
4. Coordinates and participates in spa training and development activities to ensure the safety of patrons and proper techniques are applied when implementing recreation programs for persons with disabling conditions.
5. Develops and monitors policies, procedures, and guidelines for the assigned program areas to ensure safe and quality programs are provided.
6. Intervenes in aggressive participant behavior by breaking up physical or verbal fighting and responding to medical needs to ensure safety of patrons and prevent injuries.

Essential Functions Performed Depending On Location

7. Conducts aquatics classes for persons with disabilities by conducting physical assessments and developing therapeutic recreation programs to improve motor movements.
8. Manages the physical plant of a 25 meter swimming pool, which includes maintaining the water chemistry.
9. Regular, reliable and punctual attendance is an essential function of the job.

Knowledge, Skills and Abilities Required to Perform Work:

Knowledge of impaired populations' needs and functioning characteristics.

Knowledge of anatomy and physiology principles and techniques of therapeutic recreation characteristics and implications of disability.

Knowledge of leadership skills, intervention processes, and a variety of recreational activities.

Knowledge of appropriate medical terminology and documentation procedures.

Ability to apply assessment, evaluation, and research methods to innovative programming in therapeutic recreation.

Ability to design and establish agency programs in order to meet individual participants' needs.

Ability to establish and maintain an effective rapport with all levels of management, city officials, vendors, other government agencies, other employees and the general public.

Ability to communicate effectively both orally and in writing.

Requires First Aid Certification, Cardio Pulmonary Resuscitation (CPR) Certification, Aquatic Operator Certification (when teaching aquatic classes), Water Safety Instructor Certification, and Lifeguard Certification.

Working Conditions and Hazards:

Exposed to all weather conditions when conducting sports or environmental/nature activities.

Subject to fumes, odors, and dust, requires carrying, dragging, holding, pulling, pushing, lifting, kneeling, bending, twisting, walking, reaching, and squatting.

The above statements are intended to describe the general nature and level of work performed by personnel assigned to this classification and is not necessarily an exhaustive list of all responsibilities, duties and skills required.