



COUNTY OF WELLINGTON

POSITION DESCRIPTION

Title: Recreation Therapist	Reports to: Life Enrichment Manager
Department: Wellington Terrace	Positions Supervised: 0
Effective:	Revised: February 2022

BASIC FUNCTION:

The Recreation Therapist will represent Wellington Terrace at all times by ensuring adherence to the Code of Conduct and demonstrating the County of Wellington's commitment to a healthy and safe workplace where every person is respected.

Reporting to the Life Enrichment Manager, the Recreation Therapist is responsible for implementing therapeutic recreation and leisure programmes and services pertaining to quality of life in resident neighbourhoods and in the community of Wellington Terrace.

PRINCIPAL RESPONSIBILITIES:

Programme Development

- Applies the [fundamental principle](#) of the Long-Term Care Homes Act in the operation of the home.
- Performs the responsibilities of the position within the legislative and regulatory standards set out by the Ministry of Health and Long-Term Care.
- Assesses therapeutic recreation and leisure needs of residents.
- Identifies, implements, and reviews therapeutic goals for each resident.
- Plans, implements, and evaluates activities in assigned neighbourhood.
- Plans, implements, coordinates, and evaluates home wide and special events
- Participates in the development of goals and objectives for Recreation Services of the Life Enrichment Department.
- Documents and articulates programme rationale, goals, benefits, and expected outcomes.
- Respects and adheres to all Wellington Terrace and County of Wellington policies.
- Coordinates recreation and leisure interventions to ensure instruction and support to appropriate team members, volunteers, and students for their ongoing practice.
- Utilizes a consistent, resident focused care approach to meet the ongoing therapeutic recreation and leisure needs of the residents.
- Advocates for residents to ensure their needs are met.
- Participates in continuous quality improvement initiatives.
- Creates an environment that protects the confidentiality and dignity of all residents and staff.

- Protects own health and the health of others by adopting safe work practices, reporting unsafe conditions immediately, and attending all relevant in-services.

Service Delivery

- Assesses individual residents upon admission, annually, and when a change of condition occurs to identify their therapeutic recreation and leisure needs.
- Formulates and implement individual resident therapeutic recreation and leisure care plan.
- Reviews resident therapeutic recreation and leisure plans quarterly. Monitors and records resident participation and progress on resident charts and charting software.
- Writes clear, concise, and comprehensive programme descriptions.
- Facilitates programmes for residents of assigned neighbourhood and during home wide events.
- Coordinates attendance and supervises residents in therapeutic recreation and leisure programmes.
- Participates in neighbourhood resident care conferences and family meetings.
- Plans, coordinates, facilitates, supervises, and evaluates community outings.
- Transports residents to leisure activities in community and out of town.
- Participates in psychogeriatric clinic as it pertains to interventions through therapeutic recreation and leisure services.
- Identifies opportunities for volunteers to support residents in the neighbourhood.
- Requests volunteers through Volunteer Services.
- Orientates, supervises, and provides leadership to volunteers and placement students.
- Coordinates the décor of Resident Home Area to reflect seasonal and special occasions.
- Maintains inventory (requisition, purchase, count) of equipment, materials and supplies to facilitate decoration and delivery of recreation and leisure programmes.
- Keeps work areas, equipment, and supplies clean, safe, and tidy.

Information Management

- Completes documentation of assessments, individual resident therapeutic recreation and leisure care plans, and progress notes in individual resident charts within the Ministry of Health and Long-Term Care established time frames.
- Schedules and books therapeutic recreation and leisure programmes, residents, volunteers, facilities, equipment, and vehicles.
- Develops and distributes calendars and coming event lists indicating therapeutic recreation and leisure services available for residents.

- Communicates resident involvement and progress made in achieving therapeutic goals in appropriate team and family meetings and documentation.
- Evaluates individual resident and programme progress and apply modifications as necessary.
- Effectively utilizes communication tools such as communication books, resident charts, resident alerts, Outlook, voice mail, and external correspondence.
- Maintains records and information in regard to therapeutic recreation and leisure services, through charting, and information retrieval.
- Keeps abreast of knowledge of current therapeutic recreation literature, resources, standards, trends, and research.

Professional Development

- Participates in all mandatory in-services offered at Wellington Terrace.
- Attends internal and external professional development opportunities to enhance skill base.
- Takes opportunities to participate in continuing education to enhance job skills and responsibilities.
- Facilitates and/or participates in neighbourhood/department committees or meetings where expertise is required.
- Maintains Cardiopulmonary Resuscitation certification.
- Maintains Class F driver's license.
- Maintains membership in Therapeutic Recreation Ontario (TRO) or Canadian Therapeutic Recreation Association (CTRA).

Department Responsibilities

- Participates as a team member of the Life Enrichment Department and assigned resident home area through problem solving, involvement, sharing, and listening to effectively provide for resident needs.
- Coordinates home wide events.
- Purchases supplies and equipment within departmental budget, and approved by the department manager.
- Responsible for petty cash allowance for staff and volunteers facilitating resident outings.
- Collects, reports, and assists with resident monies when facilitating resident outings.
- Provides direction to team members in areas of specific expertise i.e. Snoezelen specialty.
- Ensures appropriate nutrition, fluid, and medicine are given to residents during off site outings and programmes.
- Responds to emergency fan-out when initiated.

PROBLEM-SOLVING RESPONSIBILITIES:

- Uses supportive and counselling skills for complex resident situations.
- Uses conflict resolution skills and applies critical thinking when necessary.

- Ability to coordinate multiple therapeutic recreation services for residents.
- Responds to emergency situations especially when supervising residents' offsite.
- Participates in the development of service delivery protocols.
- Advocates resident rights, maintains confidentiality, and promotes dignity.
- Prioritizes workload based on the activities of the day.
- Applies specific specialized knowledge and skill areas during mentoring and teaching opportunities.

CONTACTS:

Internal: Residents, interdisciplinary team members, resident's families, volunteers, students, and visitors.

External: Service providers, vendors, community groups, therapists, professional organization/committees, as required.

MINIMUM QUALIFICATIONS:

- University Degree in Therapeutic Recreation.
- Minimum of three years' experience or equivalent in a long-term care home.
- Eligibility for full membership in a professional organization Therapeutic Recreation Ontario (TRO) or Canadian Therapeutic Recreation Association (CTRA).
- Current Safe Food Handler's Certificate or willing to obtain.
- Certificate in Cardiopulmonary Resuscitation (CPR).
- Possess a valid driver's licence and a satisfactory driver's abstract.
- Police Vulnerable Sector Check required upon hire.

SKILLS AND COMPETENCIES:

- Demonstrated advanced knowledge of the Aging Process.
- Understands the physical, social, emotional, cognitive and spiritual impacts of therapeutic recreation and how they relate to overall client health.
- Ability to complete therapeutic recreation and leisure assessments.
- Ability to select goal-directed and outcome-oriented interventions aimed at maintenance and/or enhancement of individual leisure status and functional level.
- Experience with training and supervising volunteers and student placements.
- Experience with mentoring and teaching team members.
- Excellent interpersonal and communication skills.
- Knowledgeable of individual and group facilitation techniques.
- Effective team participation skills.
- Excellent organization and time management skills.
- Proficient written, verbal, and non-verbal communication.
- Computer literacy for windows applications and documentation software.
- Ability to respond effectively during outbreak and emergency situations.
- Ability to operate required equipment in a safe and effective manner.
- Demonstrated ability to adapt to changing environments.

OTHER:

Location: Wellington Terrace, Fergus, Ontario.