

SHADED AREA TO REFLECT RECLASS POSITION NUMBER ONLY

DUTY STATEMENT

RPA/647#-

EFFECTIVE DATE:

CDCR INSTITUTION OR DEPARTMENT CALIFORNIA MEN'S COLONY	POSITION NUMBER (Agency - Unit - Class - Serial)
UNIT NAME AND CITY LOCATED HEALTH CARE SERVICES (San Luis Obispo)	CLASS TITLE Recreation Therapist, CF
WORKING DAYS AND WORKING HOURS Varies	SPECIFIC LOCATION ASSIGNED TO MENTAL HEALTH
PROPOSED INCUMBENT (If known)	CURRENT POSITION NUMBER (Agency - Unit - Class - Serial) 056-220-9286-XXX

YOU ARE A VALUED MEMBER OF THE DEPARTMENT'S TEAM. YOU ARE EXPECTED TO WORK COOPERATIVELY WITH TEAM MEMBERS AND OTHERS TO ENABLE THE DEPARTMENT TO PROVIDE THE HIGHEST LEVEL OF SERVICE POSSIBLE. YOUR CREATIVITY AND INGENUITY ARE ENCOURAGED. YOUR EFFORTS TO TREAT OTHERS FAIRLY, HONESTLY, AND WITH RESPECT ARE CRITICAL TO THE SUCCESS OF THE DEPARTMENT'S MISSION.

Under the supervision of the Senior Psychologist (Supervisor), the Recreation Therapist provides specialized programs and services for inmates, which promote social interaction, encourage profitable and appropriate use of leisure time, and provide preparation or re-entry to the general population or parole. Consultation with Interdisciplinary Treatment Teams (IDTT), Primary Clinicians, Educational staff, Correctional Counselors, and Custody personnel is essential to the development and implementation of recreational activities geared to clinical improvement in the level of functioning of inmates.

% of time performing duties | Indicate the duties and responsibilities assigned to the position and the percentage of time spent on each. Group related tasks under the same percentage with the highest percentage first. *(Use additional sheet if necessary)*

75%	Develop and provide programs of clinically oriented recreational activities geared to address problems of activities of daily living, communication skills, physical exercise, and creative expression for inmates with functional impairment due to serious mental illness.
15%	Has regular and direct responsibility for work supervision, on-the-job training, and work performance evaluation of at least two inmates who take the place of civil service employees for a total of 173 hours per pay period.
5%	Provide input and follow-up to IDTT planning and departmental meetings.
5%	Individual professional development, including participation in professional training and conferences. Attend required In-Service Training and complete yearly required block training. Other duties as required and assigned.

DUTY STATEMENT Recreation Therapist Cont.

RPA/647- -

% of time performing duties	Indicate the duties and responsibilities assigned to the position and the percentage of time spent on each. Group related tasks under the same percentage with the highest percentage first. <i>(Use additional sheet if necessary)</i>
	<p>The following is a definition of on-the-job time spent in physical activities:</p> <p>Constantly: Involves 2/3 or more of a workday Frequently: Involves 1/3 to 2/3 of a workday Occasionally: Involves 1/3 or less of a workday N/A: Activity or condition is not applicable</p> <p><u>Standing:</u> Constantly – stands for periods of time to conduct yard groups and recreational activities. <u>Walking:</u> Constantly – has to walk throughout Institution on uneven, sometimes rough terrain – including walking up and down ramps and slopes. <u>Sitting:</u> Frequently – at a desk or computer table. There is a flexibility for movement on a frequent basis to break sitting with standing and walking. <u>Lifting:</u> Constantly–lifts recreational equipment weighing a few ounces and rarely weighing up to 50 lbs. <u>Carrying:</u> Constantly – this activity can be considered to require the same physical demands as lifting. <u>Stooping/Bending/Kneeling/Crouching:</u> Constantly– stretches, stoops/bends, kneels, and crouches to conduct yard groups and recreational activities. <u>Reaching in Front of Body:</u> Constantly–will be utilizing a keyboard and reaching for items such as the telephone, files and supply boxes. <u>Reaching Overhead:</u> Frequently – reaches overhead to retrieve objects from the top shelf of the file cabinet. <u>Climbing:</u> Frequently – climbs when using the step stool to reach objects. Climbs steps throughout the institution during performance of regular work responsibilities. <u>Balancing:</u> Frequently – balances when using the step stool, stairs or lifts. <u>Pushing/Pulling:</u> Constantly – has to push/pull to open file drawers or desk drawers. <u>Fine Finger Dexterity:</u> Constantly – will use fine-finger dexterity to write information in medical record, to type information into the computer, manipulate equipment such as a telephone. <u>Hand/Wrist Movement:</u> Constantly – uses hands and wrists in the handling of documents and files, typing, writing and various recreational activities i.e., arts/crafts, table games. <u>Crawling:</u> N/A <u>Driving:</u> N/A <u>Sight/Hearing/Speech/Writing Ability:</u> Adequate vision and hearing, as well as the ability to write and speak clearly, are required to effectively perform the essential job duties. The incumbent will frequently use hearing, speech and written language to interface with staff, visitors, patients and community.</p> <p>WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.</p> <p>MACHINES, TOOLS, EQUIPMENT, AND WORK-AIDS: The incumbent may at any time utilize various recreational equipment/supplies, a computer, a printer, a telephone, vertical filing cabinets, copy machine, fax machine, and the usual office supplies.</p>

KNOWLEDGE AND ABILITIES:

Knowledge of: Theory and practice of mental and physical rehabilitation of mentally, physically and developmentally disabled persons; therapeutic principles and techniques of group and individual activities used in recreation therapy, and skill in their application; various typed of recreation and entertainment activities and providing leadership of these activities; basic pathology of diseases and disabilities resulting in psychological, physical or organic conditions of the patient.

Ability to: Provide leadership of various typed of recreation and entertainment activities; interpret recreation therapy activities to staff, health care providers, patients, and others; teach others basic activity skills; prepare reports and records to be included in medical files; analyze situations accurately and adopt an effective course of action; establish and maintain cooperative interrelationships with individuals and groups.

SPECIAL PERSONAL CHARACTERISTICS

Empathetic understanding of patients of a State correctional facility; willingness to work in a State correctional facility; scientific and professional integrity; emotional stability; patience; alertness; tact; and keenness of observation.

SPECIAL PHYSICAL CHARACTERISTICS

Persons appointed to this position must be reasonably expected to have and maintain sufficient strength, agility, and endurance to perform during stressful (physical, mental, and emotional) situations encountered on the job without compromising their health and well-being or that of their fellow employees or that of inmates.

Assignments may include sole responsibility for the supervision of inmates and/or the protection of personal and real property.

SUPERVISOR'S STATEMENT: I HAVE DISCUSSED THE DUTIES OF THE POSITION WITH THE EMPLOYEE

SUPERVISOR'S NAME (Print)

SUPERVISOR'S SIGNATURE

DATE

EMPLOYEE'S STATEMENT: I HAVE DISCUSSED WITH MY SUPERVISOR THE DUTIES OF THE POSITION AND HAVE RECEIVED A COPY OF THE DUTY STATEMENT

The statements contained in this duty statement reflect general details as necessary to describe the principal functions of this job. It should not be considered an all-inclusive listing of work requirements. Individuals may perform other duties as assigned, including work in other functional areas to cover absence of relief, to equalize peak work periods or otherwise balance the workload.

EMPLOYEE'S NAME (Print)

EMPLOYEE'S SIGNATURE

DATE