

#ALLTHINGSRECREATION

Join Pleasant Prairie's
Recreation Department

WE ARE HIRING

RecPLEX THERAPEUTIC RECREATION

Recreation Therapist

This is a full-time, CTRS position within the Therapeutic Recreation Department of the Village of Pleasant Prairie RecPlex and directly reports to the Manager of Therapeutic Recreation.

Primary responsibilities include providing a safe environment and effective implementation and evaluation of therapeutic programs and services provided by the Therapeutic Recreation Department.

Additionally, provides supervision of employees and direct care of clients of the Therapeutic Recreation program. This position has a flexible schedule Monday-Friday but may be required to lead or support programs on evenings or weekends for meetings and special events.

Full job description, duties and qualifications are listed online.

\$21.15-\$29.18 / hour


Full-Time Position
Salary + Benefits Package
Paid Vacation & Holidays



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Program



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Hours



Competitive
Pay



Friendly
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Growth
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and
More!

Join the Team

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9900 Terwall Terrace, Pleasant Prairie, WI 53158

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JOB DESCRIPTION



Department	Therapeutic Recreation
Location	Pleasant Prairie RecPlex, 9900 Terwall Terrace, Pleasant Prairie WI 53158
Job Title	Recreation Therapist
Classification	Hourly/Non-exempt
Pay Range	\$21.15/hr. - \$29.18/hr. 5D01

Job Summary

The Recreation Therapist is a full-time, paraprofessional position within the Therapeutic Recreation Department of the Village of Pleasant Prairie RecPlex and directly reports to the Manager of Therapeutic Recreation. Primary responsibilities include providing a safe environment and effective implementation and evaluation of programs and services provided by the Therapeutic Recreation Department. Additionally, provides supervision of employees and direct care of clients of the Therapeutic Recreation program. This position has a flexible schedule Monday – Friday but may be required to support on evenings or weekends for meetings and special events.

Job Duties

- Creates recreation plans, conducts new client assessments, provides compassionate direct-care, and prepares accurate progress notes for clients enrolled in Therapeutic Recreation programming.
- Coaches, mentors, and provides daily supervision and direction to support staff.
- Attends and/or leads quarterly review sessions with Therapeutic Recreation team, case managers, and/or client parents or guardians.
- Completes session program evaluations and provides recommendations for future program changes.
- Researches, recommends, and implements new program ideas on a quarterly basis.
- Plans, implements, and leads various special events, staff meetings, and training, including, but not limited to, Behavior Management, Disability Rights, Mandated Reporter, and Diversity in the Workplace.
- Maintains confidentiality of client information at all times.
- Actively supports and promotes a safe work environment and safe programs through adherence to all safety policies.
- Assists with annual budget process by gathering and inputting Therapeutic Recreation program statistics.
- Supports with updating the web page and RecPlex program guide with new or changing program offerings.
- Performs regular checks of all program equipment and supplies for quality and safety, while reporting immediately any concerns about equipment, or recommendations for repair or replacement, to immediate supervisor.
- Utilizes Childcare Manager for composing and submitting class rosters and weekly head counts to the billing department monthly.
- Drives RecPlex vehicles and/or vans to transport clients or for other business usage.
- Utilizes gait belts, lifts, or staff assistance whenever possible to reduce injury exposures when transferring, moving, or lifting clients.
- Addresses unsafe client behaviors by approaching, removing the audience, coaching / calming the client, and on rare occasions, safely restrains the client when behaviors put themselves or others' safety at risk.
- Effectively communicates with client parent or guardian for more severe behavior concerns.
- Completes incident / accident report forms and promptly forwards them to the appropriate representative.
- Participates in the Manager on Duty rotational schedule and supports RecPlex guests with a broad range of needs.
- Develops and maintains positive working relationships, promotes teamwork, and supports the overall goals and vision of the Therapeutic Recreation Department.
- Adheres to all Village and Department rules, regulations, policies, standard operating procedures, and guidelines.
- Performs other duties and special assignments as directed within the scope of the Therapeutic Recreation Department.

Physical Requirements

- Requires frequent public interaction and the ability to communicate information and ideas so others will understand. Must be able to exchange accurate information in these situations.
- Work is primarily performed in an indoor recreation facility, but exposure to adverse outdoor conditions may occasionally occur during client field trips or outdoor events.
- Occasionally requires the ability to physically restrain children or adults in the event a client's behaviors are a risk to themselves or others.
- Requires frequent standing, walking, sitting, and movement about the RecPlex facility, Village locations, and office spaces.
- Requires occasional pushing, pulling, stooping, crouching, kneeling, climbing, lifting, and carrying a range of weight up to 50 pounds.

Requirements - educational, certifications and experience

- A Bachelor's Degree in Therapeutic Recreation OR in a related field; and a completed Therapeutic Recreation Certificate or eighteen (18) semester credit hours of Therapeutic Recreation coursework.
- Certified Therapeutic Recreation Specialist (CTRS) preferred or ability to obtain within six (6) months of hire.
- Experience or familiarity with the needs and care requirements of those with special needs due to age or other cognitive or physical disability.
- A valid Driver's license.
- Ability to obtain Basic First Aid & CPR/AED certification within three (3) months of hire.
- A combination of education, training, and experience that provides the required knowledge, skills and abilities, will be considered.

I have read and understand the job duties and physical requirements of this position.

Signature

Date

Village of Pleasant Prairie is an Equal Opportunity Employer.

Rev. 1/2024