



Canadian Mental  
Health Association  
Sudbury/Manitoulin  
*Mental health for all*

Association canadienne  
pour la santé mentale  
Sudbury/Manitoulin  
*La santé mentale pour tous*

## RECREATIONAL THERAPIST

**INCUMBENT:** TBC

**REPORTS TO:** Coordinator, Housing

**DEPARTMENT:** Community Development & Housing

**APPROVED BY:** Director, Programs and Planning

**DATE APPROVED:** October 2024

**HOURS:** 70 hours/bi-weekly – 1.0 FTE

### POSITION SUMMARY:

Under the direction of the Coordinator, Housing, the Recreational Therapist provides person-centred supports, within residential settings, to individuals living with mental health and/or substance use concerns. Working collaboratively with multiple programs, the Recreation Therapist will develop and deliver recreational programming that enable residents to enjoy leisure, improve quality of life, achieve optimal independence and participate fully.

The Recreational Therapist is required to work weekdays, with some evenings and weekends.

### ESSENTIAL JOB RESPONSIBILITIES:

#### 1. Develops recreational and leisure programming

- Completes individual therapeutic recreation assessments, analyzes and interprets results
- Designs programs based on needs, interests and abilities of individuals
- Develops individualized plans of care that are based on individual strengths, goals, assessment data and individual learning styles.
- Identifies measurable outcomes, which relate to individual goals, to determine effectiveness of programs
- Works collaborative within an inter-disciplinary team to plan purposeful individual and group based activities that promote, restore, rehabilitate and/or maintain quality of life and well-being for residents.
- Supports development of healthy living strategies for residents

#### 2. Delivers and evaluates recreational and leisure programming

- Implements program planning plans
- Collaborates with residents to plan monthly activities
- Delivers various programs with consideration of the resident's abilities and health
- Applies motivational and activation techniques, adapts as required



- Organizes and conducts direct skill teaching with residents
- Identifies and accesses relevant resources required to achieve resident's goals (adaptive devices, financial resources, transportation, etc.)
- Provides opportunity for a variety of activities in community settings and/or involve the community within the resident's environment
- Facilitates programs that acknowledge individual and cultural diversity
- Utilizes professional evaluation protocols to develop and implement formal and informal evaluation measures that are inclusive of resident's input
- Evaluates the program goals and objectives, making recommendations on changes to current program activities for improved service delivery.
- Writes evaluation reports (outcomes and recommendations) and conveys the findings to relevant groups

**3. Develops and maintains effective relationships**

- Recognize and respect that residents are capable of self-direction.
- Provide opportunities for residents to engage in the development of programming that is meaningful to them and based on their own interests, needs and goals.
- Consult with residents to develop an on-going list of activity needs and interest, and to get feedback on current activities.
- Seeks and develops appropriate partnerships with a range of community service providers

**4. Ensures all file management and reporting functions are maintained in a comprehensive and timely manner**

- Ensuring resident contacts are recorded appropriately and in a timely manner utilizing the agencies database program.
- Ensuring daily activity summaries are completed.
- Ensuring that monthly, annual, and other required reporting documentation are completed.

**5. Maintains up-to-date knowledge of:** the Mental Health Act, Occupational Health & Safety Act and Bill 168, Ontario Human Rights Code, Privacy legislation and related legislation, government departments, institutions and other groups relevant to the residents' needs, evidenced based treatment and best practices in Recreational Therapy

**6. Avails self of opportunities for professional development**

- Brings forward training needs and takes responsibility for seeking out relevant training opportunities.



- Fosters a problem-solving approach in daily activities with residents, family members and community supports
- Participating in workshops and seminars as required.
- Attending and participating in Agency and program meetings as required.

**7. Works within the Policies and Procedures of the CMHA-Sudbury/Manitoulin Branch**

**8. Other Responsibilities and Duties:**

- Carrying out all duties of the Recreational Therapist position in a moral and ethical manner.
- Being present at the scheduled time of the day ready for the performance of duties.
- Being ready emotionally and physically to perform duties.
- Represents program and agency in a professional manner through embracing and fostering the CMHA culture, respectful communication and ethical decision making.
- Provides support to volunteers, students and other staff assigned to the program area.

**Qualifications**

- Degree or 2-year Diploma in Therapeutic Recreation/Leisure Services; *or* degree in Allied Health program with post- graduation certificate in Therapeutic Recreation from a recognized post-secondary institution, is required.
- Registration, in good standing, with Therapeutic Recreation Ontario and R/TRO designation, is required.
- Minimum one year experience in related position is required.
- Proficiency in both official languages is essential for 50% of these positions.
- Reliable vehicle required.
- Proficiency with Microsoft Office software required.
- Knowledge of community agencies and resources.
- Certified in First Aid & CPR

**JOB SPECIFIC COMPETENCIES**

The following competencies are required for this position:

Teamwork and Collaboration	Expresses positive expectations of others in terms of their abilities, expected contributions and responsibilities. Speaks of team members in positive terms. Is looked to by team members as a valuable source of information.
Coping	Able to maintain a mature problem-solving attitude while dealing with



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	interpersonal conflict, hazardous conditions, personal rejection, hostility or time demands.
Assertiveness	Able to maturely express one's feelings and opinions in spite of disagreement: accurately communicate to others regardless of their status or position.
Perceptivity	Able to interpret verbal and non-verbal behaviour; to develop accurate perception and understanding of others feelings, need, values and opinion; to be sensitive to and aware of personality differences and conflicts.
Interaction	Able to communicate with others in a warm and helpful manner while simultaneously building credibility and rapport.

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as assigned to meet the ongoing needs of the organization