

*To perform this job successfully, an individual must be able to perform the essential job functions satisfactorily. Reasonable accommodations may be made to enable individuals with disabilities to perform the primary job functions herein described. Since every duty associated with this position may not be described herein, employees may be required to perform duties not specifically spelled out in the job description, but which may be reasonably considered to be incidental in the performing of their duties just as though they were actually written out in this job description.*

### Recreation Inclusion Support Specialist

**Department:** Recreation, Parks, Historic and Cultural Affairs

**Pay Range:** \$20-40 Hourly

**Job Status:** Part Time; Day, Evenings and/or weekends

#### **JOB SUMMARY**

This position works with individuals of varied ages and disabilities in existing recreational programs participating in Municipal Partners for Inclusive Recreation. Responsibilities vary based upon each participant's needs but can range from one-on-one support for a program participant to assistance as needed. Responsible for facilitating their participation and socialization in the program's activities, as needed per their disability. This may involve adapting the environment, adapting rules and teaching methodologies, and adapting equipment.

#### **ESSENTIAL JOB FUNCTIONS**

- Possess a positive attitude and a desire to work with people with disabilities in a Recreation environment.
- Demonstrate patience.
- Demonstrate creativity, initiative, enthusiasm, dependability and punctuality.
- Interact with and work as a team player with the program participant, his/her family, peers, and program staff.
- Willingness to be actively involved and participate in the program.
- Willingness to acquire new skills.
- Ability to develop a rapport with the program participant as well as everyone involved in the program.
- Ability to learn and to grow in the position by accepting constructive feedback from their supervisor, parents and/or program staff.
- Ability to provide a safe and fun environment for all.
- Perform additional duties as assigned.

## **MINIMUM QUALIFICATIONS**

### **Education and Experience:**

Background in Therapeutic Recreation, Special Education, or a closely related field of study or equivalent education and experience.

- Minimum two (2) years of work experience in therapeutic recreation or community setting preferred, but not required.
- Experience with aggressive behavior prevention and management.
- Experience working with children and youth with disabilities, preferably in a recreational/school setting.

**Level I:** Experience preferred working with individuals with disabilities (will work with individuals with low support needs).

**Level II:** Minimum 1 year of experience working with individuals with mild to moderate support needs.

**Level III:** Minimum 1 year of experience working with individuals with low to high support needs and course work in recreation, special education, or related field.

### **Licenses or Certifications:**

- Driver License
- Certified in CPR/AED/ First Aid
- Attend mandatory training sessions

### **Special Requirements:**

- Experience with inclusive recreation programming
- Secondary language skills

### **Knowledge, Skills and Abilities:**

- Must be a responsible person 18 years of age or older
- Experience working with people with disabilities or strong desire to gain experience.
- Good knowledge of basic customer service.
- Ability to use a variety of communication methods; i.e. sign language, picture schedule.
- Ability to enforce behavior management strategies when necessary
- Possess an attitude of enthusiasm and commitment in providing recreation opportunities for individuals with disabilities
- Ability to effectively plan and organize group activities
- Ability to develop and maintain effective working relationships with co-workers, participants and their family members, school personnel and the general public
- Ability to think clearly and respond quickly and appropriately in all situations
- Ability to demonstrate dependability, promptness and punctuality.
- Ability to be responsible and follow directions.

- Ability to identify barriers that hinder a participant's success and implement all reasonable accommodations.
- Ability to address needs, concerns, comments, and questions.

### **PHYSICAL DEMANDS**

Tasks also require the ability to perceive and discriminate colors or shades of colors, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally. Physical requirements include the ability to move/travel over program-related terrain in indoor and outdoor areas; to lead and participate in activities as described above; and to load, unload and set-up recreational equipment.

- Gather, load, transport and set-up equipment and supplies for activities.
- Supervise individuals, including at times the use of physical restraints.
- Physically assist individuals in wheelchairs by pushing, pulling or providing stabilization on unknown terrain.
- Physically transfer individuals from wheelchair to chair, into and out of vehicles, from pool deck into pool, in washroom facilities, etc.
- Lift and carry as much as 50 pounds for as long a distance as 300 feet.
- Active participation in programs.

### **WORK ENVIRONMENT**

Work is regularly performed without exposure to adverse environmental conditions. Physical requirements include the ability to move/travel over program-related terrain in indoor and outdoor areas, classrooms, gymnasiums, exercise room as well as outside at different activity fields, parks, and playgrounds; lift up to 50 lbs.; to lead and participate in activities as described above; and to load, unload and set-up recreational equipment. Inclusion Support work in noisy and busy day camp environments ranging from quiet to loud. When working inside conditions include different types of lighting and temperatures. Camp locations vary, with some having a large outdoor component and/or swimming component.

**The City has the right to revise this job description at any time. This description does not represent in any way a contract of employment.**

*The City of Roswell, Georgia commits to a policy of equal employment opportunity for applicants and employees, complying with local, state and federal laws. The City's policy is to employ qualified persons without discrimination regarding race, creed, color, religion, age, sex, country of national origin, marital status, disability, sexual orientation, gender identity, genetic information, political affiliation, ethnicity, or status in any other group protected by federal/state/local law.*