

ESKATON
ACTIVITY DIRECTOR- SKILLED NURSING

DEPARTMENT: Activities

Exempt _____ Non-exempt X _____

JOB SUMMARY

The Activity Director is responsible for developing individual plans of recreation therapy. This position plans, organizes, and directs individual and group recreation programs suitable to participants' needs. In addition, the Activity Director coordinates the student intern and community volunteer program.

JOB RELATIONSHIPS

Responsible to: Administrator
Workers supervised: Activity Assistants and students or volunteers in the activity program.
Interrelationships: All staff, participants and families. Maintains relationships with community agencies and educational institutions.

QUALIFICATIONS

Education:

Possession of a B.S. in Recreation/Therapeutic Recreation is preferred. Activity Coordinator Certificate (36 hours) is the minimum requirement, unless relevant experience is substituted.

Training and Experience:

A minimum of two years work in recreation programming for disabled persons in progressively responsible positions is desired. Previous work with adults and elderly preferred. Must be registered with the California Board of Parks and Recreation Personnel.

Job Knowledge:

This position must have knowledge of Skilled Nursing philosophy and goals, experience in assessing individual's leisure needs, writing goals and objectives, and planning/leading recreation programs. He/She must have an understanding of the function of volunteers and interns in programs, and knowledge of community resources. Finally, the Activity Director must possess a knowledge of adjunct therapies, of medical problems, (both physical and psychological), of the principals of group dynamics, and techniques in community building. Knowledge of OBRA, Title XXII requirements.