

ILLINOIS DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
CLASS SPECIFICATION

RECREATION WORKER II

POSITION CODE: 38002
Effective: 11-1-70

DISTINGUISHING FEATURES OF WORK:

Under direction, plans, develops and supervises a comprehensive recreation program within a state institution; plans an institution program for recreation of residents; coordinates the recreation program with the therapeutic programs of the institution; supervises recreation workers, aides and other employees; works closely with other sections of the Activity Program Services; may be responsible for the overall planning and supervising of special projects in a recreation program and may instruct in a clinical setting.

ILLUSTRATIVE EXAMPLES OF WORK:

1. Organizes and develops a comprehensive program of recreational activities for individuals and groups; adopts and creates programs to meet specific needs.
2. Supervises employees and volunteers assigned to the recreation section.
3. Interprets the work of the recreation section to employees, fieldwork students, volunteers and others.
4. Interviews institution residents who have special problems in order to recommend suitable recreation programs.
5. Maintains appropriate records and prepares reports on the recreation section; reviews reports prepared by staff.
6. Participates in staff development through staff conferences, individual guidance, and in-service training programs.
7. Participates in professional conferences and serves on institution committees as assigned; utilizes community resources where appropriate.

RECREATION WORKER II (Continued)

8. Requisitions and cares for recreational equipment and supplies.
9. Performs other duties as required or assigned which are reasonably within the scope of the duties enumerated above.

DESIRABLE REQUIREMENTS:

Education and Experience

Requires knowledge, skill and mental development equivalent to completion of four years college, with a bachelor's degree in recreation, group work or recreational therapy.

Requires one year professional experience in recreation in an institution or community setting.

Knowledges, Skills and Abilities

Requires extensive knowledge of methods, techniques and purposes of recreation activities.

Requires extensive knowledge of recreation programming.

Requires extensive knowledge of recreation skills.

Requires working knowledge of community services and resources in recreation.

Requires working knowledge of departmental regulations, policies and proper channels of communications as they apply to the recreation section.

Requires elementary knowledge of the therapeutic and educational aspects of recreation.

Requires elementary knowledge of the attitudes, problems and behavior of individuals and groups.

Requires elementary knowledge of normal and abnormal behavior.

Requires ability to develop and supervise a comprehensive recreation program in an institution.

Requires ability to organize, plan, schedule and assign the work of the recreation section.

Requires ability to maintain informative records and prepare adequate reports.

Requires ability to recognize areas in need of development or change.

Requires ability to work effectively with staff and other services and agencies.