



Springboard's mandate is to build stronger communities by helping youth and adults develop the skills they need to reach their full potential. As a charitable organization, we deliver innovative, professional and diverse programming by establishing partnerships between our clients and their community. Springboard's program areas include community justice, employment and developmental services.

Internal Posting

Position Title: RECREATION THERAPY FACILITATOR
Department: Residential and Community Support Services - SOAR
Location: Community Programs - Multiple locations across the GTA
Status: Full-time Permanent
Pay: \$47,887.58 per annum
Vacancy Number: SOR-U19-28

Available: Immediately
Hours/Shifts: Tuesday - Saturday days/evenings as required.
Schedules are subject to change to meet departmental needs.

Position Summary:

Reporting to the Supervisor of Community Support Services, the Recreation Therapy Facilitator provides recreation opportunities for youth and adults in multiple program settings, including but not limited to individuals with a developmental disabilities and/or at risk youth. Working across multiple programs and sites, including the Fee for Service - Discovery Club program, the Recreation Therapy Facilitator facilitates recreation therapy programming, supports individuals in the reduction of depression, stress, and anxiety and other mental or physical illness; counsels and encourages individuals to develop recreation/leisure activities; plans, organizes, and implements activities to facilitate an individual's integration/inclusion into the community; works with interdisciplinary team to assess and establish goals reflective of the individual's needs.

Travel to other locations, e.g., Community, Developmental Services homes, is required.

Key Responsibilities:

- **Recreation Therapy Facilitation** - direct facilitation of recreation therapy programming; participation in ongoing recreation therapy program planning and development for multiple diverse groups/individuals; support individuals in accessing recreation activities and overall plan of care
- **Community Outings/Outreach** - provide supports for individuals so they can actively participate in community activities in a safe manner; provide direct recreation therapy programming or access to recreation therapy for individuals in the community; collaborate with community partners and referral sources to increase community access to recreation therapy programming ; maintain positive relationships with participant's families, community and referral sources; represent Springboard at multiple outreach events as directed
- **Administrative Duties** - comply with requirements of the agency, the funders and the law in regards to: handling/recording of financial transactions (including participants); handling and safekeeping of confidential information; accurate documentation and compilation of internal and external reports, statistical data, correspondence; and receiving/distribution of correspondence; food preparation and services as required
- **Conflict Management** - manage challenging behaviours in a residential, community or classroom setting
- **Health and Safety** - foster a safe and healthy work environment for the participants, program settings and the staff as per policies, procedures and the law

Required Qualifications:

- * Post-secondary diploma / degree in the Recreation/Therapeutic Recreation field
- * Strong knowledge in computer applications, i.e., MS Work, Excel, PowerPoint, Outlook
- * Valid First Aid and Safe Management certifications
- * Minimum two (2) years of recent work related experience in the following areas:
 - experience in recreation therapy, conflict management, recreation program planning, community recreation, providing individualized support, and supervising community/ recreational outings
 - Recreation group facilitation with minimum 7 clients both in classroom and community setting
 - Use of computer such as MS Suite and multimedia teaching tools such as Smart Board
 - Counselling, teaching, conflict resolution, individual facilitation, and assessment
- * Proven group facilitation skills to lead individuals in regards to recreational programming within a classroom setting and in the community.
- * Working knowledge and skills in using a computer and computer systems (e.g. MS Suite)
- * Skills in: Recreation and leisure therapy, counselling, teaching, group and individual facilitation, communication, conflict resolution, mathematics and administrative



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- * Assessment skills required for both the delivery of service to participants and daily operational/programming issues, including determination of suitability and risk.
- * Program planning skills to implement, evaluate and modify new and existing recreation programs, as needed.
- * Effective crisis intervention skills to diffuse confrontational situations between participants and/or support persons. Ability to work well under pressure to ensure minimal interruption in service delivery.
- * Written communication skills in English, to communicate ideas, instructions and information in a clear, concise manner - adjust to the receivers needs for various levels of communication.
- * Verbal skills, in English to communicate ideas, instructions and information in a clear concise manner. Ability to adjust to the receivers needs of various levels of communication.
- * Working knowledge of the Developmental, Social, and Criminal Justice systems - preferred
- * Knowledge of community resources, both internal and external - preferred

Preferred Qualifications:

- * Ability to speak French is an asset
- * Knowledge of community resources, both internal and external

Posting Date: April 4, 2019

To Apply:

To be considered for employment at Springboard, applicants must be willing to undergo a police clearance/VSS, occupational medical assessment and provide both references and documentation of their credentials. **Please apply on line through careers@springboardservices.ca.** To be considered you must include the vacancy number in the subject line of your email while applying.

Deadline for Internal applicants: April 15, 2019 at 4:00 pm. **Please provide your Cover Letter and Resume and a duly completed Application for Internal Transfer form (as applicable).**

Resumes received after this deadline shall be considered at the discretion of the hiring manager.

No phone calls please. Only persons selected for an interview will be contacted. Thank you for applying.

Springboard is committed to employment equity and fair and accessible employment practices. Applications are encouraged from those who reflect the diversity of our community. Accommodations will be provided for job applicant with disabilities, where needed and on request, to support their participation in all aspects of the recruitment process providing the applicant has met the bona-fide requirements for the vacant position.