



## The Town of Wethersfield Announces the Following Position

### ***THERAPEUTIC RECREATION SUPERVISOR***

**Reports to:** Director of Parks and Recreation  
**Salary Range:** \$69,715-\$78,510  
**FLSA:** Exempt  
**Closing Date:** **January 31, 2020 at 4:00 p.m.**

**Status:** Full time  
**Schedule:** Monday-Friday 8am-4:30 pm  
**Union/Non Union:** Union-AFSCME 818  
**Date Posted:** January 15, 2020

**Benefits include:** Health Insurance, Life Insurance, Long Term Disability, 401 (a) Pension Plan, Paid Holidays, Vacation and Sick Leave.

#### **Summary**

Under general direction of the Director of Parks and Recreation, develops, directs and participates in a comprehensive therapeutic recreation program for adults and youth. Position requires some after hour workday/weekend work for special events and programs.

#### **Examples of Duties:**

Develops, directs, supervises and conducts diversified recreational programs for special needs children and adults including comprehensive Special Olympics training programs and competition opportunities. Evaluates program participants for physical and perceptual ability and makes recommendations regarding placement or program opportunities available to best meet their needs and goals. Proposes therapeutic recreational programs and activities for consideration by Director. Projects staffing and funding requirements for proposed programs and assists in raising funds for these programs. Develops implements or conducts approved programs and activities, and evaluates implemented programs. Determines staffing requirements and recruits, assigns, trains, supervises and evaluates part-time and seasonal program staff, including volunteer recruitment. Evaluates therapeutic recreation programs and activities and makes recommendations or takes action for improvement within budget limitations. Assists staff in meeting American with Disabilities Act (ADA) requirements for participants involved in any Parks and Recreation programs; determines the need for one on one assistance and trains staff to work with children and adults with special needs. Makes recommendations for ADA requirements at Parks and Recreation facilities. Compiles budget information for Director as requested. Drives participants to programs and activities as required. Solicits outside vendors for program transportation needs and develops transportation schedules for participants and bus company, including town-wide summer camp programs. Directs and/or assists with town-wide special events as needed. Assists community center staff with office coverage as needed. Liaison to the Wethersfield Advisory Committee for Persons with Disabilities. Prepares written information, material and reports as required. Recommends the purchase of materials, supplies and equipment as needed. Performs related work as required.

#### **Minimum Education, Training and Experience:**

Bachelor's Degree in Recreation Administration with heavy course work in the area of therapeutic recreation and one (1) year of increasingly responsible therapeutic recreation work experience; OR an equivalent combination of experience and training. Strong knowledge of ADA Title II.

**SPECIAL REQUIREMENTS:** Valid Driver's License. Must obtain "F" endorsement within three (3) months of hire.

#### **To Apply For This Position:**

An Employment Application is available on the Job Opportunities page of the Town website [www.wethersfieldct.gov](http://www.wethersfieldct.gov). Additional information may be found on the job description.

**Completed Employment Applications must be received by Human Resources no later than 4:00 p.m. on the closing date indicated above. Applications may be dropped off at the Human Resources Department, sent by mail: 505 Silas Deane Highway, Wethersfield, Connecticut 06109, or emailed [HR@wethersfieldct.gov](mailto:HR@wethersfieldct.gov).**

Successful candidate must pass a written exam and/or interview, physical, drug testing, and background check prior to employment.

The Town of Wethersfield is an Equal Opportunity/Affirmative Action employer.