



RECREATION THERAPY INTERN JOB DESCRIPTION

I. SUMMARY

Provides supplemental assistance to the recreation therapy program while gaining professional work experience.

II. QUALIFICATIONS

- 1) Completed a majority of required recreation therapy and general recreation coursework.
- 2) Signed contract on file from school.
- 3) Necessary verbal and writing skills to communicate effectively.
- 4) Evidence of recent physical exam and appropriate health screening.
- 5) Evidence of health and personal liability insurance.
- 6) Passed a background check and drug screening.
- 7) Certified in Cardiopulmonary Resuscitation.

III. JOB RELATIONSHIP

Responsible to: Intern Supervisor

IV. RESPONSIBILITIES AND EXPECTATIONS

A. By the end of the internship, the intern will:

1. Complete the Rec Therapy competency packet.
2. Maintain a personal caseload of up to 8-12 patients, completing all necessary treatment interventions, referrals, documentation and scheduling.
3. Plan, organize, and implement community reintegration outings.
4. Attend weekly team conferences
5. Attend scheduled goal setting conferences.
6. Attend recreation therapy staff meetings
7. Attend recreation therapy inservices
8. Attend program meetings
9. Attend all relevant/required program inservices.
10. Attend weekly meeting with supervisor. The intern should come prepared with questions/issues and should have all/any weekly assignments/documentation as outlined by the supervisor.
11. Develop and present an in-service to the recreation therapy staff. This inservice should be a topic that is relevant and educational to the staff.
12. Complete a long-term project that has on-going value to the recreation therapy department or program specific area within which the internship is being completed.
13. Attend weekend camping trips and/or appropriate camps.
14. Participate in family training.
15. Teach one full rotation of leisure education classes.
16. Complete the Shepherd Center Intern Program Evaluation

B. Throughout the course of the internship, the intern will:

1. Assure confidentiality of all patients.
2. Conduct self professionally at all times
3. Follow all Shepherd Center and recreation therapy policies and procedures.
4. Provide support for all other recreation therapy staff and programs as assigned by supervisor.
5. Assist staff in gathering patients for classes when needed.
6. Report all concerns, questions, issues, etc., to supervisor.
7. Be responsible for meeting all expectations and completing all responsibilities as outlined in the intern job description and internship expectations, and as assigned by supervisor.
8. Keep your supervisor informed of all issues.
9. Have your supervisor approve/proof everything before it is sent out internally or externally.