

**DEPARTMENT:** MT. VIEW HEALTH FACILITY  
**CLASSIFICATION:** COMPETITIVE  
**APPROVED:** AUGUST 15, 2002

**ACTIVITY LEADER**

**DISTINGUISHING FEATURES OF THE CLASS:** This is important work involving responsibility for planning and conducting a varied program of social, recreational and other purposeful activities. The work is performed under the direction of the Administrator. Supervision may be exercised over staff and volunteer personnel. Plans and engages patients and residents in varied social, recreational and other purposeful activities. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

1. Organizes and conducts a varied program of activities suited to the patient's or residents' interests and capabilities;
2. Encourages patients' participation and provides instruction in arts and crafts games, sports, hobbies and other purposeful activities;
3. Supervises volunteers and others assigned to the activities program;
4. Assists with assessment of patients' and residents' interests;
5. Instructs and encourages patients' participation in;
6. Assists with development of the Activities Program schedule;
7. Attends and participates in the facilities in-service education program;
8. Utilizes community resources in conduct of the activities program;
9. Maintains inventory of supplies and equipment;
10. Keeps records and prepares reports.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of arts, crafts, games, sports, hobbies and other purposeful activities; working knowledge of geriatrics; ability to stimulate and maintain patients' and residents' participation; ability to work with the aged and ill; ability to guide and instruct volunteers; ability to maintain records and reports; good judgment and emotional stability. Physical condition commensurate with demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from high school or possession of an equivalency diploma:

**AND:** . Graduation from a two (2) year regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with a major in Recreation Supervision including or supplemented by a one (1) semester course related to the aging process and related disabilities:

**OR:** Graduation from an approved 90-hour training program for Activities Personnel **and** two (2) years of paid work with chronically ill, aged or disabled patients;

08/19/2002; 5/2/1977