



**Department:** St. Mary's County Recreation and Parks  
**Division:** Therapeutic Recreation  
**Position:** TR Instructor II – Group Fitness / Leisure Instructor  
**Position #:** 59401  
**Rate:** \$16.68-\$22.37/hr depending on qualifications  
**Job Location:** Varied R&P facilities  
**Hours:** Part time, varies (1-3 classes per week)

**Supervision:**

*Supervisor:* Therapeutic Recreation Coordinator

*Supervises:* TR Instructor I

**General statement of duties**

To provide programs aimed at promoting health and wellbeing, positivity and inclusivity for youth, teens and/or adults with disabilities. Classes may include fitness opportunities such as meditation, strength & conditioning, yoga, Zumba, and aqua aerobics as well as specific leisure interests such as photography, arts & crafts, dance, cooking, sports, self-defense, social skill groups and the similar.

**Essential Responsibilities:**

- Plan and implement therapeutic recreation programs for individuals with disabilities, providing accommodations and modifications as necessary.
- Acts as a positive role model for the individuals in the program and as an advocate of inclusion.
- Arrive to each program prepared, implement and maintain program schedule as appropriate.
- Maintain healthy and positive relationships with program participants and provide motivational support and guidance as needed.
- Maintain program materials in a clean and organized manner and provide a safe and healthy environment for all participants.
- Plan and implement scheduled classes, ensuring materials and equipment are ready and participants are actively able to participate in activities.
- Carry out goals, themes, and schedule of the program to provide a consistent and high-quality experience.
- Provide creative ideas to accommodate and modify the program as needed based on participant needs.
- Develop and implement age and developmentally appropriate activities.
- Work closely with the Program Coordinator regarding the scheduling of programs.
- Stay in contact with participants regarding cancelations and immediate changes to the program.
- Uphold policies, procedures, standards and code of conduct set forth by the department.
- Participate in staff meetings, trainings and special events as scheduled.
- Maintain attendance records for participants in an orderly and efficient manner.
- Enforce rules of safety associated with specific programs and Recreation & Parks facilities and policies.
- Oversee and provide assignments to fellow staff and/or volunteers as needed for the program.

- Provide direct supervision to participants of the program.
- Provide evaluation and feedback on participant satisfaction and/or progress per guidelines.
- Other duties as assigned.

### **Job Specifications:**

#### *Minimum Qualifications:*

- Experience with specific program needs and requirements
- At least 18 years of age
- 2 year degree OR 4 years of experience in disability or related field

*Note:* Any equivalent combination of education and experience, which has provided the knowledge, skills and abilities cited in this job description may be considered.

When applying, please indicate the specific type of program(s) you are interested in and any related experience. If interested in a leading a fitness program, current instructor certification relevant to your class (ex. Yoga Alliance, NASM, NCSF, ACE, ACSM, AFAA) or other nationally recognized organization is required. The Department of Recreation & Parks will review your application for completeness and to determine if you meet the minimum qualifications for the position for which you are applying.

#### *Required knowledge and skills:*

- Must maintain any associated certifications and required skills.
- Must be able to deliver programming material in a satisfying and successful manner that best benefits the customer's individual needs.
- Must be knowledgeable of various disabling conditions and how they affect an individual's abilities.
- Must remain in good physical health.
- Strong planning and organizational skills required.
- Ability to be flexible in schedule and personal objectives. Highly motivated advocate for persons with disabilities.

#### *Additional Requirements*

An acceptable general background investigation to include a Federal, local and state criminal history, and a sex offender registry check. Individuals in this position cannot be listed as having a founded child abuse or neglect complaint and must pass a CPS check.

#### *Physical Requirements*

While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee frequently is required to climb or balance and stoop, kneel, crouch, or crawl. The employee is occasionally required to taste or smell. The employee must regularly lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision, and ability to adjust focus.

#### *Site Locations:*

Varies

**Benefits to working for Recreation and Parks**

- Voluntary benefits include a supplementary retirement savings plan and flexible spending account plans (dependent on working required number of hours) as well as employee assistance program.
- Health and sick leave benefits may be provided for positions working the required total hours.
- Opportunities for advancement upon completing college coursework and gaining experience.

**To Apply**

Complete the Recreation and Parks application form found at  
[www.stmaryscountymd.gov/docs/jobapplication.pdf](http://www.stmaryscountymd.gov/docs/jobapplication.pdf)

**Contact**

Crystal Haislip, Therapeutic Recreation Coordinator  
301-475-4200 x 1806 / [crystal.haislip@stmaryscountymd.gov](mailto:crystal.haislip@stmaryscountymd.gov)