



<https://listencenter.org/job/recreation-specialist-for-listen-drop-in-program/>

Recreation Specialist for LISTEN Drop In Program

Position Summary

We are seeking a Recreation Specialist to lead and enhance our recreational programs for individuals with and without disabilities. This role is responsible for developing, coordinating, and implementing engaging activities that promote inclusivity, skill-building, and social interaction. The ideal candidate will have experience in program planning, leadership in recreation services, and a strong commitment to creating meaningful experiences for all participants.

Responsibilities

- **Design, coordinate, and implement** a diverse range of recreational programs, including sports, games, arts & crafts, wellness activities, and community outings.
- **Lead program development efforts**, ensuring activities are engaging, adaptive, and accessible for individuals with diverse needs.
- **Act as a lead facilitator** in group activities, providing supervision, instruction, and motivation to participants and volunteers.
- **Train, mentor, and provide guidance** to recreation assistants, volunteers, and other support staff.
- **Evaluate program effectiveness** by collecting participant feedback, tracking attendance, and analyzing outcomes to enhance future activities.
- **Develop partnerships with community organizations** to expand programming opportunities and resources.
- **Ensure safety and risk management** protocols are followed, including proper use of adaptive equipment and emergency response procedures.
- **Coordinate transportation logistics** for participants, including scheduling and operating a company vehicle when necessary.
- **Maintain accurate records and documentation**, including incident reports, program evaluations, and participant progress notes.
- **Represent the organization at meetings, community events, and professional development workshops.**

Qualifications

- **Associate or Bachelor's degree preferred** (Recreation, Therapeutic Recreation, Disability Studies, Social Work, or related field).
- **Two years of experience** in recreation programming, disability services, or related field preferred.
- **Leadership experience** in coordinating group activities and supervising staff or volunteers.
- **Valid driver's license with a clean driving record.**
- Ability to work flexible hours, including evenings and weekends.
- Strong organizational, communication, and problem-solving skills.
- **Ability to lift up to 50 pounds** and provide physical assistance when necessary.
- Certification in CPR/First Aid (or willingness to obtain).

Hiring organization

LISTEN Center

Working Hours

Part-time

Starting Wage

\$ 20

Job Location

2100 S Washington, 58201, Grand Forks, USA

Position Details

This is a part-time position with the potential for full-time hours based on organizational needs. If you are passionate about inclusive recreation and enjoy developing and leading engaging activities, we encourage you to apply!