

**ADJUNCTIVE THERAPIST****Nature of Work**

Under general supervision, performs work at the full-performance level by planning, supervising and conducting arts, crafts, adaptive skills, and personal adjustment programs for mentally ill, mentally retarded, and physically or developmentally disabled clients in a state health care or rehabilitation institution. Performs related work as required.

**Examples of Work**

- Plans daily lessons in accordance with special needs of individuals and groups with mental, physical, emotional or developmental disabilities.
- Instructs clients in various arts and crafts, such as macrame, crochet, knitting, quilting, weaving or pottery; may specialize in a particular craft.
- Assigns projects to clients and specifies procedures needed to complete the project successfully.
- Assembles crafts materials and prepares for projects by pouring plaster or ceramic molds, setting up looms for weaving, etc.
- Tests clients' skills, observes and evaluates their progress, and completes forms to be filed in the clients' folders.
- Participates in staff discussions on clients' evaluations and/or progress.
- Motivates patients to attend and participate in arts and crafts/recreation sessions.
- Researches new projects to maintain clients' interest.
- Supervises and directs the work of permanent employees engaged in creative arts therapy, as well as college field placement students, seasonal youth employees, and volunteers; arranges schedules and assigns work load; conducts meetings of the therapy staff.
- Attends workshops and conferences to enhance knowledge and skills.
- Orders, or authorizes others to order, instructional supplies and equipment.

**Knowledge, Skills and Abilities**

- Knowledge of the principles and practices of art and adaptive skills therapy.
- Knowledge of the operation and maintenance of tools, equipment and machines used in adaptive skills, as well as proper storage of materials.
- Knowledge of methods for testing and evaluating clients' skills and abilities.
- Knowledge of the problems and limitations associated with various types of disabilities.
- Knowledge of methods of managing aggressive behavior.
- Knowledge of basic arithmetic.

**ADJUNCTIVE THERAPIST (CONT'D)**

**Knowledge, Skills and Abilities (cont'd)**

- Skill in instructing others in arts and crafts techniques.
- Ability to plan and conduct crafts and activities programs and integrate them with the clients' treatment plans.
- Ability to select or adapt instructional techniques for individuals and groups with various needs and abilities.
- Ability to observe and evaluate clients' reactions to, and progress in, therapy classes.
- Ability to document observations and evaluations of clients in formal progress reports.
- Ability to direct the work of others.
- Ability to inventory supplies and equipment.
- Ability to establish and maintain working relationship with clients, including those who are disorderly and/or mentally disturbed.

**Minimum Qualifications**

- TRAINING Graduation from an accredited four-year college or university with a major in art, recreation or related field.
- SUBSTITUTION Two additional years of experience as described below may substitute for the required major.
- EXPERIENCE Two years of experience in arts, crafts, and/or adaptive skills instruction in a health care or rehabilitation institution.

Established: 8/20/92  
Effective: 9/15/92