

Iowa Department of Administrative Services – Human Resources Enterprise
Classification Series Guidelines

Activities Specialist Series

Classes in the Series

<u>Class Code</u>	<u>Class Title</u>
02110/82110	Activities Specialist 1
02111/82111	Activities Specialist 2

Series Concept

This series includes position incumbents who perform professional knowledge with the fundamental theory, concepts and objectives of activity therapy to develop plans to meet the treatment goals and objectives of residents. This series includes classes which involve treating, instructing, or planning in a therapeutic activities program at a state institution. The purpose of the program is to provide therapeutically designed mental, physical and expressive activities for institutional residents. In reviewing positions and programs one will find positions that are involved only in one specialty or in a combination of them depending on the program established by the institution. In most instances the activities program is part of the medically prescribed treatment approach used by an institution. Positions in class codes 82110 and 82111 are for positions located in institutions of the Department of Corrections that meet the requirements of the protection occupation retirement system.

Exclusions

Positions performing treatment work with institutional residents in areas other than therapeutic activities are classified within their own series (i.e., physical therapy, occupational therapy, nursing, speech pathology, psychology, drug abuse counseling, social work, or vocational rehabilitation).

Positions performing basic support and para-professional support and assistance in carrying out treatment plans in an activities program for residents at a state institution are classified within the Activities Assistance series.

Class Distinctions

Activities Specialist 1

This is the first professional level in the series. Positions at this level work with an interdisciplinary treatment team to assess the resident's needs and then plan a therapeutic activity program to meet them. The employee will then evaluate, report, and advise on the resident's progress. Treatment plans will be revised when the resident's progress indicates such is necessary.

Activities Specialist 2

Positions at this level are responsible for planning, organizing, directing, and coordinating at least one element (i.e., recreation, arts, crafts, or music therapy) of an institution's activities program or all aspects of an activities program for a unit of an institution. This would include such things as developing policies and procedures, preparing budget requests and monitoring expenditures, and preparing purchase requests for needed equipment and supplies. Many positions have lead work responsibilities for Activities Specialist 1, Activities Assistant, and Activities Aide positions.

Effective date: 10/11 BR