



Position Description

POSITION TITLE: Creative Arts Therapist
DEPARTMENT: Creative Arts Therapy & Wellness
FORMULATED: 1/8/24
APPROVED BY: VP Behavioral Health Services

REPORTS TO: Director CAT & Wellness
FLSA STATUS: Exempt
REVISED:
DATE: 6/25/26

Position Summary:

Part-time Creative Arts Therapist (CAT) to provide weekend coverage. The anticipated schedule is 20-24 hours per week, with flexibility based on program needs. CAT is responsible for providing and coordinating creative arts and/or wellness-based therapeutic services for individuals experiencing addiction and mental health challenges. Utilizing their specialized therapeutic modality (e.g., art therapy, dance/movement therapy, music therapy, drama therapy, or other recognized creative arts disciplines), the therapist facilitates evidence-based, trauma-informed interventions that promote emotional expression, recovery, resilience, and overall well-being. The Creative Arts Therapist provides developmentally and clinically appropriate treatment based on each patient's chronological age, developmental functioning, strengths, and individual treatment needs. Clinical decisions are informed by ongoing assessment, interdisciplinary collaboration, and interpretation of relevant patient information, while adhering to organizational policies, professional ethics, and best practices.

Qualifications:

Bachelor degree in the discipline is required (Art, Movement, Music, etc). Master degree is preferred. Member in respective professional organization required. Registry and/or certification preferred. Bilingual/Bicultural and CPR Certification desirable. If a PIR, 2 years sobriety required.

Knowledge, Skills and Abilities: Must have:

- Knowledge of the theories and principles behind the use of creative arts, recreation and occupational therapies in psychosocial rehabilitation and the skills to implement those theories;
- A Working knowledge of therapeutic techniques and interventions pertinent to the patient's diagnosis, treatment and discharge plan;
- Knowledge of the principles of growth and development over the life span; and
- A basic knowledge of:
 - o psychiatric symptoms and treatment strategies
 - o 12 step programs, and
 - o the disease model of addiction
 - o and how this relates to one's wellness/physical state of being**willing to train the right candidate if lacking in this area**
- Strong interpersonal, communication, and organizational skills;
- Skill w/ & ability to use general office equipment & software, Microsoft Office Suite & Electronic Health Record;
- Ability to communicate effectively both orally and in writing;
- Ability to plan, prioritize, organize, and make sound decisions;
- Ability to prepare clear, accurate and effective reports, correspondence and other written materials.
- Ability to demonstrate interpersonal sensitivity and work with a diverse population;
- Abilities to share skills with patients and members of the multi-disciplinary team.,
- Ability to incorporate appropriate fitness activities/instruction for individual patient's needs/abilities
- Ability to tailor fitness activities to appropriately meet the needs of groups of clients
- Willingness to participate in creating staff engagement programming

Essential Duties and Responsibilities:

I. Clinical Skills

A. Assessment

- **Timeliness:** Documentation must be completed in timely fashion.



Position Description

POSITION TITLE: Creative Arts Therapist
DEPARTMENT: Creative Arts Therapy & Wellness
FORMULATED: 1/8/24
APPROVED BY: VP Behavioral Health Services

REPORTS TO: Director CAT & Wellness
FLSA STATUS: Exempt
REVISED:
DATE: 6/25/26

- **Effectiveness:** Written and oral articulation of horticulture benefits based on CAT/TR theoretical framework.
- **Relevance:** Incorporate patients, age related, psychosocial/spiritual, and cultural needs into interpretation of assessment data. Identify patient strengths, needs, and therapeutic interventions appropriate to level of care and physical abilities.

B. Treatment:

- Discuss history as relevant with CATW team to gain insight and understanding of clinical context.
- Develop therapeutic relationship with patient to develop realistic goals (short and long term, depending on unit).
- Confer with other staff and keep them informed regarding the best course of action for patient treatment.
- Participate in treatment team as needed. Contribute to case conferences.
- Provide daily scheduled creative arts/recreation therapy groups as directed by the Director of Creative Arts Therapy & Wellness. Develop and coordinate milieu activities which may include evening, weekend, and holiday programming.
- Maintain a professional and ethical relationship with patients and staff.
- Keep patient safety in mind when planning and conducting activities.
- Identify and respond to clinical crises as appropriate.
- Incorporate patient's cultural and spiritual values as well as developmental needs into program planning.
- Select group tasks that address patient's treatment goals, and observable behavior.
- Maintain appropriate boundaries with patients including appropriate limits to personal disclosure, consistent enforcement of program rules and guidelines.
- Demonstrate an ability to use creative media to address specific treatment goals and issues within the milieu.
- Assist patient in working toward treatment goals and coordinating milieu activities with other team members. Develop strategies for motivating clients as needed.
- Educate patients about the use of community resources with an emphasis on developing leisure resources and skills that can be integrated into aftercare planning. Identify resources for community outings.
- Develop resources bank of effective on unit and off unit activities.
- Provide other services as assigned by the Director of Creative Arts Therapy & Wellness.

C. Documentation:

- Provide timely, relevant and accurate documentation of patient progress toward clinical goals.
- Notes should be thorough and indicate changes observed in individual engagement.
- Maintain records of group attendance.
- Coordinate with CATW team to notify patient and unit staff of holiday activities and special events.
- Evaluate special programs as needed.
- Submit monthly summary of professional activities.



Position Description

POSITION TITLE: Creative Arts Therapist
DEPARTMENT: Creative Arts Therapy & Wellness
FORMULATED: 1/8/24
APPROVED BY: VP Behavioral Health Services

REPORTS TO: Director CAT & Wellness
FLSA STATUS: Exempt
REVISED:
DATE: 6/25/26

II. Professionalism:

- Work the expected scheduled number of hours per week.
- Give adequate notice when calling out or planning days out.
- Use hospital department and unit policies and procedures as guidelines for developing programming.
- Collaborate with support services in the hospital as needed.
- Follow through on scheduled activities consistently.
- Anticipate and plan for special or seasonal events.
- Engage in special projects as coordinated with CATW Director.
- Maintain membership and credentials within respective Creative Arts/Recreation Therapy professional organization.
- Ongoing and active willingness to learn, develop, and deliver new skills.
- Attend at least one staff development activity quarterly.
- Participate in performance improvement activities; data collection, identifying problem areas.
- Communicate with other staff. Give and receive constructive feedback.
- Respond to requests for information in a timely manner.
- Ability to plan and carry out activities independently.
- Demonstrates initiative and enthusiasm in carrying out duties.

Working Conditions and Physical Demands

The physical and mental demands may be strenuous at times and the Creative Arts Therapist must be prepared to work with patients who may be uncooperative or aggressive. Must be able to speak and hear sufficient enough to communicate effectively by phone and/or in person at normal volumes. Vision should be adequate enough to allow for focus adjustment to read charts, computer screen, forms, etc. There may be long periods of standing, walking, reaching or bending and light to medium lifting, pushing or pulling. The work is performed in client areas, therefore, there exists a potential for exposure to environmental hazards and contagious diseases. Knowledge of the organization health, infection control, ethics, safety, and de-escalation policies is essential.

The above statement reflects the general details considered necessary to describe the principal functions of the job as identified, and shall not be considered as a description of all work requirements that may be inherent in the position. My signature below acknowledges that I have read and understand this job description and that I am able to perform the essential functions/responsibilities of the position.

Signature

Date

Position Description

POSITIONTITLE: Creative Arts Therapist

DEPARTMENT: Creative Arts Therapy & Wellness

FORMULATED: 1/8/24

APPROVED BY: VP Behavioral Health Services

REPORTS TO: Director CAT & Wellness

FLSA STATUS: Exempt

REVISED:

DATE: 6/25/26