

CLASS TITLE: RECREATION LEADER
Hourly-Non Exempt
Department: Recreation
Supervisor: Program Director, Recreation Coordinator
Supervises: none

DEFINITION

Under general supervision, plans, organizes and directs a variety of activities for children and adults.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Assists in the preparation of facilities and recreation programs.
- Observes District policies and safety procedures.
- Assists in planning and implementing daily activities.
- Requires regular, predictable attendance.
- May be assigned to support other operational needs when necessary

QUALIFICATIONS

A mixture of knowledge in:

- Team sports, games, and/or youth activities.
- Safety practices and procedures.
- Effective communication with program participants and staff.
- Basic First Aid is a plus.

EXPERIENCE AND EDUCATION

Some volunteer or paid experience in public recreation preferred.

SPECIAL QUALIFICATIONS

- Obtain First Aid and CPR Certification within six (6) months of employment.

WORKING CONDITIONS

Physical conditions: Must possess mobility to work in a recreational facility setting vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. Occasionally bend, stoop, kneel, reach, climb, and walk on uneven surfaces. Employees must possess the ability to lift, carry, push and pull materials and objects weighing up to 50 pounds.

Environmental Demands: Outside: Works outside in a variety of weather conditions ranging from cold rainy weather to +100° F. Inside: Works indoors in large buildings and gymnasiums.

Note: The above statements are intended to describe the general nature and level of work being performed by persons assigned to this job. They are not intended to be an inclusive list of all duties, responsibilities and skills required of incumbents. In accordance with the Americans with Disability Act, reasonable accommodation may be made to enable qualified individuals with disabilities to perform the essential job functions.