RECREATION AIDE

DEFINITION
Under immediate supervision, assists recreation leaders and participants in recreational activities and programs.

ESSENTIAL FUNCTIONS
(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class). Incumbents in this class may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

TASKS
- Assists Recreational Leaders with participants in various types of recreational programs at an assigned park, community center or recreational area such as aquatics, day camp, sports and/or special events;
- Assists in the daily operations of the programs in the facility assigned.
- Inspects equipment and facility for safety
- Provide instruction on the proper use and care of assigned facilities and equipment;
- Sets up, decorates and cleans up designated areas for activities and events;
- Serves meals to youth or adults;
- Monitors and assists in the supervision of participant safety and behavior;
- Maintains cleanliness of recreational facilities;

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS
- Knowledge of facility maintenance and safety guidelines, conflict resolution techniques and methods, sporting equipment, and other recreational activities.
- Skilled in Cardio-Pulmonary Resuscitation (CPR) and First Aid procedures, following written and oral instructions and in establishing and maintaining productive working relationships with residents and staff;
- Ability to work in a team environment and independently, resolve minor conflict, enforce department procedures and rules and to effectively communicate with all levels of staff and residents.

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS
Work is performed in indoor and outdoor environments. Work may require frequent standing, walking, and bending. Must be able to lift and carry up to 30lbs. Incumbents may be exposed to repetitive motion, vision to monitor, infectious diseases and water and airborne pathogens.

QUALIFICATIONS
High school student with a valid work permit from attending high school and a letter of recommendation from a teacher or school administrator OR possess a high school diploma or GED is required. Must be CPR and First Aid certified.