

RECREATION AIDE

DISTINGUISHING FEATURES OF THE CLASS: This is entry-level work providing support for recreational programs and facility operations. Incumbents assist in maintaining safe and orderly environments and in carrying out routine recreational activities. The work is performed under direct supervision of higher-level recreation staff. Does related work as required.

TYPICAL WORK ACTIVITIES:

Issues and collects equipment and supplies;
Assists in setting up and breaking down activity areas and special events;
Assigns courts, fields and other recreational facilities;
Maintains order and enforces established rules and regulations;
Assists higher-level staff in conducting routine recreational activities;
Maintains simple records and may prepare basic reports;
Provides basic first aid when necessary;
Performs routine custodial and minor maintenance tasks.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

General familiarity with common recreational activities; working knowledge of basic first aid methods; ability to follow oral and written instructions; ability to assist in the conduct of recreation activities; ability to establish and maintain cooperative relationships with others; ability to maintain order among groups, including children; ability to maintain simple records.

MINIMUM QUALIFICATIONS: No formal education, training or experience required.