

CITY OF BRISBANE

RECREATION LEADER

Definition

Under the general supervision of the Recreation Supervisor and/or Senior Recreation Leader, implements and facilitates well-rounded programs in youth after-school programs, the teen center, day camps, sports leagues, play groups, special events, and senior events at designated recreation facilities; and maintains a safe and enjoyable environment for recreation program participants. This position involves face-to-face leadership and considerable contact with youth of various age groups.

Class Characteristics

The Recreation Leader is a journey level position. This classification is distinguished from Senior Recreation Leader in that the assignments received are less complex and there are no additional program responsibilities. This classification is distinguished from Recreation Leader Aide by the greater complexity of the assignments.

Examples of Duties (Illustrative Only)

- Initiates and leads defined youth recreation and sports programs.
- Maintains discipline and observes the overall well-being of the participants and the program.
- Plans various youth recreational and educational programs appropriate for the age and skill level of the participants.
- Leads, teaches and coaches sports to youth or organized teams.
- Observes required safety precautions.
- Maintains attendance and activity records.
- Maintains open lines of communication with participants and/or their parents.
- Makes recommendations regarding youth recreation programs.
- Attends staff meetings, in-service training and conferences, as required.

Qualifications

Knowledge of:

- Youth recreational programs and sports leagues.
- Playground safety.
- Leadership skills required to effectively lead youth recreation and sports programs.
- Effective communications skills appropriate for dealing with both youth and adults.

Ability to:

- Lead and motivate participants in various recreation programs.
- Exercise patience with all participants.
- Make effective judgments regarding the well-being of the participants and the program.
- Communicate effectively with individuals of all ages.
- Maintain discipline and control in an active environment.
- Establish and maintain relationships with those contacted during the course of work.

Education and Experience:

Any combination of experience and training that would provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Education: Equivalent to graduation from high school or GED. College level course work in recreation, physical education or a related field is desirable.

Experience: Previous experience working with recreation or youth programs, coaching, or playing popular games is desirable.

Licenses: Must possess or obtain prior to the completion of six months of employment First Aid and Infant and Child Cardiopulmonary Resuscitation (CPR) certificates. Certifications shall be maintained during employment.

Working Conditions:

Must be willing to work off-shift and weekend hours, depending upon the program or project to which assigned. Must be fingerprinted for submission to the California Department of Justice in order to work with children.

Physical Demands:

Must possess mobility to use standard recreation/office equipment, including a computer; strength to lift and carry office and recreation materials weighing up to 35 pounds and to reach and stoop to participate in recreational activities; vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone.

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Former Titles:

Abolished: