

## RECREATION LEADER I

NATURE OF WORK IN THIS CLASS:

This is recreation work in providing support and assistance in the operation of recreation activities and programs.

ILLUSTRATIVE EXAMPLES OF WORK: (These examples do not list all the duties which may be assigned; any one position may not include all the duties listed.)

Assists recreation coordinators in the operation of recreation programs and activities.

Prepares recreation areas for scheduled activities, by checking quantity and condition of supplies or equipment needed; reports shortages to supervisor.

Checks equipment for obvious sign of wear and misuse; segregates damaged items for repair or replacement; keeps storage area neat and orderly.

Posts publicity material on bulletin boards; keeps information current and displayed in a neat and attractive form.

May string tennis or volleyball nets; lines baselines and base paths; or sets up batting cages.

May participate in program activities by providing information or assistance to program participants, encouraging program participation or providing other supportive services.

Performs related duties as required.

MINIMUM KNOWLEDGE, ABILITIES AND SKILLS:

Knowledge of game rules, sports and recreation activities.

Ability to understand and follow oral and written instructions.

Ability to work effectively with the public and employees.

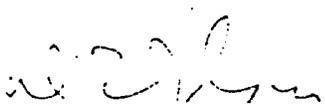
Ability to communicate effectively, orally and in writing.

MINIMUM EXPERIENCE AND TRAINING:

a) Six months of experience in recreation work; or

b) Any equivalent combination of experience and training which provides the minimum knowledge, abilities and skills.

Established: July 1980

  
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DAVID R. FLORES, Executive Director  
Civil Service Commission