

RECREATION LEADER

DISTINGUISHING FEATURES OF THE CLASS: This position involves the conduct of a particular program under specific policies. The leader conducts activities with assigned groups, assist in the administration of recreation programs, and may supervise he work on non-professional personnel. The Recreation Leader will provide leadership and encourage participation in various programs. A Recreation Leader performs related work as required.

TYPICAL WORK ACTIVITIES:

- Organize, plan, develop and implement programs planned for a facility (i.e. playground, gymnasium, game room);
- Organizes groups according to age, interest and ability;
- Organizes, promotes and directs activities such as softball, basketball, tennis, and volleyball leagues, and other programs as assigned;
- Supervises Seasonal staff at area parks and playgrounds as well as public pool;
- Assists in the organization of and conducts tournaments, basketball, volleyball and leagues;
- Assists in the organization and conduct of socials, dances and other special events;
- Acts as an official and maintains order at games and contests;
- Collects entries and makes league schedules and standings;
- Keeps records and makes periodic reports;
- Inspects equipment for safety;
- Attends staff meetings to discuss specials problems and the community recreation program;
- Distributes, keeps records of and maintains equipment;
- Gives first aid and CPR.
- Exercises general supervision of swimming pool operations;
- Exercises supervision over Recreation personnel and daily operations.
- Conducts diversified recreation activities such as games, sports, arts and crafts, library activities, educational/computer related activities;
- Encourages groups and individuals to participate;
- Provides general instruction in sports-related activities;
- Assists in coordinating special events, such as field trips, tournaments, etc.

REQUIRED KNOWLEDGES, SKILLS AND ABILITIES: Working knowledge of recreation theory and practices; ability to organize, conduct and teach several kinds of recreational activities; ability to inspire confidence and enthusiasm; ability to maintain an effective relationship with participants and the public; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- A. Bachelor of Science Degree at a NYS registered or regionally accredited college or university with the major in recreation, physical education or a related field; or
- B. Successful completion of two years of study at a NYS registered or regionally accredited college or university with an Associate's Degree in recreation; physical education or a related field; or

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- C. Graduation from High School or possession of a High School equivalency diploma and four years' experience working in recreational programs providing supervision and guidance to participants.