

## RECREATION LEADER

DISTINGUISHING FEATURES OF THE CLASS: The work involves supervising and participating in the conduct of a municipal recreation program carried out at a particular facility. Duties are performed under the general supervision of a Recreation Director. Direct supervision may be exercised over the work of subordinate Recreation Specialists and Attendants. A Recreation Leader does related work as required.

### TYPICAL WORK ACTIVITIES:

- Carries out the program planned for a recreation facility;
- Organizes groups according to age, interest, and ability;
- Organizes and promotes and directs activities such as softball, badminton, paddle tennis, nature studies, hikes, camping, arts and crafts, story-telling, dancing, singing, dramatics, quiet games, etc.;
- Supervises play activity;
- Assists with the organization and supervision of a gymnasium program;
- Assists in the organization of and conducts tournaments, basketball, bowling, badminton, volleyball, and table game leagues;
- Assists in the organization and conduct of socials, dances, and other special events;
- Plans daily schedule of playground activities;
- Acts as an official and maintains order at games and contests;
- Collects entries and makes drawings;
- Keeps records;
- Inspects equipment for safety;
- Operates a public address system and movie projector;
- Attends staff meetings to discuss special problems, the inter-playground program, and the community recreation program;
- Distributes, keeps records of and maintains equipment;
- May give first aid.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Working knowledge of the organization and conduct of several recreational activities; ability to organize, supervise, and instruct others in the conduct of recreational activities; ability to maintain elementary records; physical condition equal to the demands of the position.

MINIMUM QUALIFICATIONS: One year of experience participating in recreation activities or its part-time equivalent.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Revised: 7/11/84