

RECREATION SPECIALIST

DISTINGUISHING FEATURES OF THE CLASS: The work involves leading or instructing others in the conduct of a particular recreation specialty such as basketball, baseball, soccer, music, or crafts, etc. Direct supervision is exercised over program participants and staff members assisting in the activity. A Recreation Specialist does related work as required.

TYPICAL WORK ACTIVITIES:

- Plans playground arts and crafts program;
- Teaches arts and crafts to playground children;
- Plans and conducts beginning, intermediate, and advanced swimming classes in accordance with the requirements of a recognized life-saving instruction agency;
- Conducts junior and senior life-saving courses;
- Establishes swimming areas and boundaries;
- Schedules and conducts special swimming events;
- Assigns hours and posts to life guards;
- Plans for and organizes choral groups;
- Organizes and conducts rehearsals;
- Presents concerts;
- Acts as accompanist for choral group;
- Plays at all rehearsals and presentations;
- Organizes, supervises, and teaches square and folk dancing;
- Plans and stages dances;
- Plans for, organizes, and conducts drama group;
- Conducts league or tournament games in accordance with the official rules of the game;
- Officiates at athletic events such as basketball, baseball, softball, football, volleyball, track, etc.;
- Plans with and aids playground leaders in the organization of specialty activities;
- Makes up and recommends publicity for special events;
- Requisitions needed supplies and materials;
- Assumes responsibility for and distributes supplies;
- Maintains discipline;
- Keeps records and makes reports;
- Gives instruction in specialty to leaders so that they can instruct the work with program participants.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Good knowledge of the organization and conduct of at least one recreational activity; ability to plan, organize, supervise, and instruct others in the conduct of recreational activity; ability to maintain elementary records; ability to communicate effectively orally and in writing; physical condition equal to the demands of the position.

MINIMUM QUALIFICATIONS:

A) One season of experience conducting or participating in the recreational specialty to be supervised;

OR

B) Successful completion of at least a three (3) semester credit hour course in the specialty to be supervised from a regionally accredited or New York State registered college or university.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Revised: 7/11/84