

CITY OF ONTARIO

CLASS CODE 9132 GROUP 9
DEPARTMENT REVIEW _____ DATE _____
PERSONNEL APPROVAL [Signature]
EFFECTIVE DATE 3/15/93
SUPERSEDES 9/85

RECREATION ASSISTANT

DEFINITION

Under supervision of the community center coordinator or Recreation Supervisor, this is recreational work to assist in leading a variety of recreational activities at a park, community center, or recreational area.

EXAMPLES OF IMPORTANT AND ESSENTIAL DUTIES

Assists in organizing and leading activities at a park, community center, or recreation area; assists with activities such as: arts and crafts, sports, games, and special events; supervises recreational facilities for outside reservations; keeps proper records; performs scorekeeping and field maintenance; inspects facility for safety.

OTHER JOB RELATED DUTIES

Performs other job related duties and responsibilities as required.

JOB RELATED AND ESSENTIAL QUALIFICATIONS

Minimum:

Graduation from high school; participation in a number of recreational activities which display sportsmanship and leadership qualities; ability to establish, foster and maintain positive, harmonious working relationships with other employees, officials and the public.

Desirable:

Knowledge of the objectives and philosophy of recreation programming; ability to lead various groups in recreational activities; personal skill in leadership of participants.