

VALLEY – WIDE RECREATION AND PARK DISTRICT

Job Description: Recreation Aide

DISTINGUISHING CHARACTERISTICS:

This is the entry-level class in the Recreation series. This class is distinguished from the Recreation Coordinator by the performance of the more routine tasks and duties under supervision.

SUPERVISION RECEIVED AND EXERCISED:

Receives direct supervision from the higher-level Recreation staff

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS –*Essential and other important responsibilities and duties may include, but are not limited to, the following:*

Essential Functions:

Assist Recreation Supervisor, Recreation Coordinator and Lead Recreation Aide with recreation activities within the area assigned which may include but are not limited to:

- Youth basketball, volleyball, flag football and indoor soccer
- Adult slo-pitch, basketball and volleyball
- Other related team sports
- Individual sports
- Instructional classes
- Special Events

Assist with the maintenance of equipment and inventory equipment.

Marginal Functions:

Perform related duties and responsibilities as assigned

QUALIFICATIONS:

Knowledge of: Athletic games and sports leagues

Ability to: Work as part of a team. Establish and maintain effective working relationships with other employees and the public.

Experience and Training Guidelines:—*any combination of experience and training that would provide the required knowledge and abilities. A typical way to obtain the knowledge and abilities would be:*

Experience: Previous experience working with sports leagues, youth programs, special events and senior activities

Training: Any additional recreation related training

License or Certificate: Possession of valid California driver's license

WORKING CONDITIONS

Environmental Conditions:

Office, gymnasium, park and field environments

Physical Conditions:

Essential and marginal functions may require maintaining physical conditions necessary for some lifting and the ability to stand and/or sit for long periods of time.

To Apply Submit a Completed Application to:

Valley-Wide Recreation and Park District, 30627 Menifee Rd, Menifee, CA 92584

For questions please call 951-672-6744

DEADLINE TO APPLY: Position Open Until Filled