

**VALLEY – WIDE RECREATION AND PARK DISTRICT**  
**Position Open at the Menifee Facility**

**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**