

## RECREATION AIDE

### NATURE OF WORK

Work in this class involves assisting in the leadership and implementation of established recreation programs. Work is performed according to prescribed programs established by the Recreation Coordinator.

### EXAMPLES OF DUTIES

Assure facilities is maintained to standard. Assists in the development and execution of a variety of recreation activities. Plan and coordinates the use of City facilities and equipment; maintains recreation area and facilities including set up and breakdown of equipment, custodial services, and minor maintenance. Administers first aid or seeks appropriate help; completes respective reports. Deals frequently with the public, tactfully and diplomatically; enforces established departmental rules and regulations to maintain order and discipline. Individuals in this class should have the interest and enthusiasm for quality recreation. Knowledge of basic first aid methods and techniques. Ability to work independently. Ability to communicate in written and oral form. Ability to do light to heavy manual work. Performs other duties as required.

### MINIMUM QUALIFICATIONS

#### Knowledge, Skill, Abilities

Knowledge of rules and techniques, equipment, and requirements of a variety of recreation programs. Through knowledge of types of facilities and equipment needed to carry out a complete recreational program.

#### Training and Experience

Graduation from a standard high school or GED; any equivalent of experience and training which provides the required knowledge, skills and abilities. Must currently be certified in CPR and basic first aid, considerable knowledge in recreation safety.

#### Special Requirements

Valid Florida CDL License

### CLASSIFICATION

Mechanical. FLSA non-exempt.

### PAY GRADE 116

Revised: 7/00