

RECREATION LEADER

DISTINGUISHING FEATURES OF THE CLASS: This position involves the conduct of a particular program under specific instructions, the responsibility for a single playground under general supervision or assisting with the conduct of various minor or periodic activity. This position is generally associated with the supervision of a particular physical facility or the conduct of a single playground. Supervision may be exercised over subordinate level personnel.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Assists in the organization of and conducts basketball, bowling, badminton, volleyball and table game leagues;

Assists in the organization and conduct of socials, dances, tournaments and other special events;

Collects entries and makes drawings;

Acts as an official and maintains order at games and contests;

Operates a Public Address system;

Operates a movie projector;

Directs classes in arts and crafts, athletics, camping, etc.;

Carries out the program planned by the superintendent for a recreation center;

Supervises and gives basic instructions in ice skating;

Assists with the organization and supervision of a gym program;

Plans daily schedule of playground activities;

Organizes and promotes activities such as softball, badminton, paddle tennis, nature studies, hikes, arts and crafts, story-telling, dancing, singing, dramatics, quiet games, etc.;

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Organizes groups of children according to age and interest;

Supervises children's play activity;

Inspects equipment for safety;

Teaches games, arts and crafts, group singing, finger-painting, etc.;

Keeps records and makes periodic reports;

Attends staff meetings to discuss special problems, the inter-playground program and the community recreation program;

Gives first aid;

Distributes, keeps records of and maintains equipment;

Marks fields and maintains facilities.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARAC-

TERISTICS: Good knowledge of the organization and conduct of one or more types of recreational activities with an emphasis on the organization and conduct of games or athletic events; ability to stimulate and hold the interest of the participants; and thorough knowledge of first aid.

MINIMUM QUALIFICATIONS: Either:

- (A) Completion of two (2) years of study at a college or university of recognized standing; or
- (B) Completion of high school and two (2) years of experience in the conduct of recreation activities; or
- (C) An equivalent combination of training and experience.

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Jurisdictional Class: Competitive
Public Hearing: N/A
NYS Civil Service Commission Approval: N/A

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