

July 1, 1999

CLASS SPECIFICATION

SAN DIEGO CITY CIVIL SERVICE COMMISSION

RECREATION LEADER I

DEFINITION:

Under immediate supervision, to plan and conduct a variety of basic recreation programs at a community center or other recreation facility; and to perform related work.

*** EXAMPLES OF DUTIES:**

- Plans, organizes, and teaches basic recreation classes such as tumbling, tiny-tots, sports camps, elementary arts and crafts, and others at a general orientation level;
- Plans and organizes the less complex special activities and events;
- Teaches and coaches athletic teams;
- Publicizes recreation programs;
- Performs general staff functions such as registering persons in special activities, checking out equipment, answering inquiries and providing information to the public;
- Supervises the use and ensures the security of a recreation facility;
- May lead the work of lower level staff;
- Performs general maintenance tasks.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Announcement for updated minimum qualifications.

Minimum 16 years of age with a work permit, or 17 years of age with high school graduation. 900 hours of recreation leadership experience; **OR** completion of 15 semester units or 22.5 quarter units, **OR** a combination of experience and education totaling 1800 hours.

- * **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.