



Job Description
Minimum Wage: \$12.15/hr.

RECREATION AIDE II – Sports/Special Events (Part-Time)

DEFINITION: Under the direct supervision of the Recreation Services Supervisor and Recreation Coordinator II, this position assists with the implementation of a comprehensive departmental program, and is responsible for, implementing, coordinating, organizing, planning and directing current and short ranged community recreation/sports and leisure programs and activities, plus other related duties.

CLASSIFICATION: This is a Part-time position, with no benefits.

ESSENTIAL FUNCTIONS: Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. This list is ILLUSTRATIVE ONLY, and is **not** a comprehensive listing of all functions and tasks performed by incumbents of this classification.

TASKS:

Assists with community adult and youth sports programs including men's, women's, and co-ed softball league programs; assists with adult and youth basketball and volleyball league programs; assists with special events programming as needed.

Maintains discipline and crowd control at all programs and sporting events. Removes patrons from facilities for unruly and belligerent behavior, files sanctions and disciplines program participants for unwarranted behavior. Prepares and records incident reports.

KNOWLEDGE, SKILLS, AND OTHER CHARACTERISTICS:

Knowledge of sports field development and maintenance.
Knowledge and experience in conducting sports programs and activities.
Skill in developing and maintaining sports fields.
Skill in developing and maintaining effective interpersonal relations.
Skill in interacting with the general public in a positive and educational manner.

Must be well organized and have a good knowledge of sports league operations and recreational activities. Human relationship skills are imperative to the position in providing effective working relationships with the following: fellow employees, sports officials, other department employees, coaches, other related entities and the general public.

PHYSICAL REQUIREMENTS: This classification involves work developing and implementing parks and recreation programs. Although there is some danger from such things as a baseball hitting a person, the hazard is typically non-life threatening. Must be able to lift and carry objects up to 50 pounds for distances of 100 feet.

HOURS: Must be able to work split shifts, weekdays, weekends and/or evenings as assigned.

MINIMUM QUALIFICATIONS: Any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary to satisfactorily perform the job. Graduation from high school or

Recreation Programs Specialist –(Continued)

equivalency is desirable. Possession of, or ability to obtain and maintain a valid State of Arizona operator's license upon employment.