

City of Chippewa Falls

Job Description

Job Title: Seasonal REC Leader
Department: Parks, Recreation and Forestry
Reports To: Recreation Supervisor
FLSA Status: Labor Standards Act (FLSA)
Prepared Date: 10-13-2023
Job Grade: Seasonal \$13.00 per hour
Age Requirement: 15 years of Age

SUMMARY

The REC Leader will support in overseeing and monitoring recreational activities with the guidance of the Recreation Supervisor and Recreation Assistant. This position should encourage the community and program participants to work as a team, fostering good sportsmanship, and building morale amongst participants. Cannot discriminate against any individual based on gender, race, ethnicity, religion, physical handicap, or any other disability

ESSENTIAL DUTIES AND RESPONSIBILITIES

Include the following. Other duties may be assigned.

- Responsible for overseeing adult sports, youth sports, and a variety of activities
- Engages youth to operate programs effectively
- Ensures that the right equipment is available for each program

QUALIFICATIONS

- Has knowledge on how to run a variety of sports and activities
- Enjoys working in multiple work settings daily
- Helps develop physical, mental and social well-being of participants
- Is able to foster a sense of pride and teamwork in others
- Able to establish teamwork and camaraderie amongst participants

EDUCATION AND/OR EXPERIENCE

- Minimum qualifications for this position. Candidates must be enrolled in High school or graduated and received their diploma and or GED.

City of Chippewa Falls

Job Description

LANAGUAGE SKILLS

- Ability to read, analyze, and interpret information given and lead others in a recreation setting

MATHEMATICAL SKILLS

- Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals
- Ability to collect funds and information for day of attendees

REASONING ABILITY

- Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form

CERTIFICATES, LICENSES, REGISTRATIONS

- Valid driver's license preferred but not required

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job:

- While performing the duties, the employee is frequently required to stand; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear
- The employee is occasionally required to walk; sit; climb or balance; stoop, kneel, crouch, or crawl; and taste or smell
- The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move more than 50-75 pounds

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job:

- Introduces participants to programs and answers questions that parents/guardians may have throughout their session
- The employee is occasionally exposed to outside weather conditions
- The noise level in the work environment is usually moderate

City of Chippewa Falls
Job Description

- Weekend and evening work will be required