



**CAYUGA
COUNTY**



An Equal Opportunity - Affirmative Action Employer

CIVIL SERVICE

F:\Civil\JobSpecs\Recreation Aide

TITLE:	RECREATION AIDE
JURISDICTIONAL CLASS:	LABOR
CIVIL DIVISION:	ALL CIVIL DIVISIONS
ADOPTION: CSM	07/08/87
REVISED: CSM	09/20/90, 04/07/98, 04/10/02

DISTINGUISHING FEATURES OF THE CLASS:

This work involves the performance of routine tasks in the field of recreation according to prescribed procedures under the general supervision of a Recreation Leader or other Supervisor. The position differs from Recreation Attendant in that a Recreation Aide may participate in the instructional or supervisory activities and assist the Recreation Leader in conducting a program. A Recreation Aide also does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

- Assists in conducting programs at a recreation or sports facility that may include activities such as socials, dances, tournaments, special events, story-telling sessions, or parties;
- Participates in giving instructions for recreational activities;
- Supervises an activity at a recreation center or facility;
- Acts as a sports official or scorekeeper;
- Supervises and maintains order at children's games;
- Distributes and collects equipment;
- Keeps records of attendance, activities, equipment, etc.;
- Performs minor custodial and maintenance tasks;
- May administer rudimentary first aid;
- Monitors children using pool to prohibit running and prevent diving or jumping into undesignated areas;
- Aids swimming instructors by assisting with the children and ensuring they do not leave shallow water area.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, & PERSONAL CHARACTERISTICS:

- Participant's knowledge and familiarity with several types of sports, games, or other recreation activities;
- Ability to read and write;
- Ability to keep simple records;
- Ability to give and enforce simple instructions;
- Ability to get along well with others;
- Ability to perform light manual labor;
- Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

(A) None are required.