CLASSIFICATION SERIES: Recreation Aide
SERIES NO.: 1853

MAJOR AGENCIES: Natural Resources
EFFECTIVE DATE: 03/26/1990

SERIES PURPOSE:
The purpose of the recreation aide occupation is to plan & monitor group recreational programs & activities.

CLASS TITLE: Recreation Aide
CLASS NUMBER: 18531
EFFECTIVE DATE: 03/26/1990

CLASS CONCEPT:
The full performance level class works under direction & requires considerable knowledge of recreational activities in order to plan & prepare group recreation programs.
Recreation Aide

18531

04

03/26/1990

JOB DUTIES IN ORDER OF IMPORTANCE: (These duties are illustrative only. Incumbents may perform some or all of these duties or other job-related duties as assigned.)
Plans & prepares group recreation programs & follows through on plans & preparations for group recreational activities.

Monitors recreation programs & activities in progress.

Maintains accurate records on use of equipment & facilities; maintains records of program participation.

MAJOR WORKER CHARACTERISTICS:
Knowledge of public relations; parks & recreation practices & procedures*; addition, subtraction, multiplication & division.
Skill in use of recreation equipment. Ability to interpret variety of instructions in written, oral, picture or schedule form; copy records precisely without error; check pairs of items that are similar or dissimilar; develop good rapport with public.

(*)Developed after employment.

MINIMUM CLASS QUALIFICATIONS FOR EMPLOYMENT:
Formal education in arithmetic that includes addition, subtraction, multiplication & division & in reading, writing & speaking common English vocabulary; 3 mos. trg. or 3 mos. exp. in public relation; 3 mos. trg. or 3 mos. exp. in use of recreation equipment; valid driver's license.

-Or equivalent of Minimum Class Qualifications For Employment noted above.

TRAINING AND DEVELOPMENT REQUIRED TO REMAIN IN THE CLASSIFICATION AFTER EMPLOYMENT:
Not applicable.

UNUSUAL WORKING CONDITIONS:
Works outside exposed to weather; may travel overnight.