



## **RIO LINDA ELVERTA RECREATION AND PARK DISTRICT**

Job Description  
**Recreation Leader**  
**\$15.50-\$17.52/hr**  
Seasonal Part-Time

### **Job Description**

Under the supervision of the Recreation Supervisor and/or Recreation Coordinator, a Recreation Leader is responsible for leadership and functional supervision of recreation programs, activities or services; directs and/or leads the activities of a program, activity or service. Organizes and implements program elements and oversees participants and performs related work as required.

### **Minimum Qualifications**

- Must be CPR Certified
- Must be at least 15 years of age
- Some experience in recreation, sports, or child care

### **Knowledge and Skills**

- Common sports, games, and recreation activities
- Rules and techniques of common sports and games
- Leadership abilities
- Planning and organizing program elements
- Prioritizing and handling multiple program tasks
- Communicating effectively with coworkers, supervisors, participants, and general public.

### **Job Duties**

- Oversee participants and supervise various recreation activities including sports, aquatics, and youth camps
- Supervise children, maintain program discipline and order
- May collect monthly fees, issue receipts, maintain attendance reports
- Develops and distributes promotional and marketing information and assists the public with questions and concerns
- Opens, prepares, closes, and secures programs and facilities
- Perform other duties pertaining to the job as needed

### **Experience**

- Some experience with youth recreation programs or childcare settings is desirable

### **Working Conditions**

- Small office environment with public contact. Gym, classroom, and outdoor settings with some lifting of equipment required.

- Standing, and squatting for long periods of time.

**To Apply:**

Email resume and job application to [yannil@rleparks.com](mailto:yannil@rleparks.com).

Job application can be found at [www.rleparks.com/job-opportunities](http://www.rleparks.com/job-opportunities)