

PACIFIC GROVE UNIFIED SCHOOL DISTRICT
JOB DESCRIPTION

POSITION TITLE: RECREATION ATTENDANT

DEFINITION: Under the general direction of the Recreation Coordinator, Principal, or designee if Recreation Coordinator is unavailable will monitor the play and activity of the program participants.

ESSENTIAL FUNCTIONS: *Duties may include, but are not limited to the following:*

- Provide general supervision of children.
- Supervise indoor and outdoor activities
- Maintain cleanliness and order in the recreation center.
- Follow routine assigned by Recreation Coordinator.
- Open and/or close the center as directed.
- Other duties as assigned.

QUALIFICATIONS:

Knowledge of:

- Safety practices in groups or individual physical activities.
- First aid.

Ability to:

- Successfully relate with school age children.
- Understand and follow oral instructions.
- Work effectively with those contacted in the course of the work.
- Must be able to work independently and as part of a team.

EDUCATION AND EXPERIENCE:

- Any combination of education and/or experience which would demonstrate possession of the knowledge and abilities listed herein.
- Completion of the twelfth grade.

PHYSICAL REQUIREMENTS: *of this position are, but not limited to the following:*

Ability to:

- Sit for extended periods of time.
- Stand in one area for extended periods of time.
- Stand and walk for extended periods of time.
- Ascend and descend steps.
- See for the purpose of observing accuracy of reports and documents
- Hear and understand speech at normal levels.
- Communicate so others will clearly understand normal conversation.

POSITION TITLE: RECREATION ATTENDANT, *Continued*

- Communicate using the telephone and radio.
- Push/pull, squat, turn, twist, bend, and stoop.
- Lift and carry 30 lbs.
- Reach in all directions.
- Think clearly and rationally to solve problems, make good judgments and decisions.
- Perform the essential functions of this position in an accurate, neat, timely fashion
- Ability to meet the travel requirements of this position.

WORKING CONDITIONS:

Indoor and outdoor working environment subject to bending, crouching, kneeling, reaching in all directions.

LICENSE OR CERTIFICATE:

- Possession of a valid California Driver's license.
- Valid CPR/First Aid Certification is desirable.

NOTE: This list of essential functions and physical requirements is not exhaustive and may be supplemented as necessary in accordance with the requirements of the job. Pacific Grove Unified School District adheres to the provisions of the Americans With Disabilities Act regarding reasonable accommodation procedures.