

RECREATION ASSISTANT

Code No. 6-18-002
COMPETITIVE
NON-COMPETITIVE for All Towns*

DISTINGUISHING FEATURES OF THE CLASS: This is an aide position involving responsibility for assisting recreational personnel with the daily routine tasks surrounding assigned program activities. Employees of this class may be required to assist in a single recreation activity or several activities. Work is performed under the direct supervision of a Recreation Leader. Does related work as required.

TYPICAL WORK ACTIVITIES: (All need not be performed in a given position. Other related activities may be performed although not listed.)

Assists in the conduct of games, arts and crafts, sports, dances, and tournaments;

Distributes and collects equipment;

Operates audio-visual equipment;

Keeps records of attendance, activities, and equipment supply;

Assists with the instruction of athletic and non-athletic activities;

Assists with the officiating at athletic events;

Assists with the chaperoning of trips and other group activities;

Supervises the recreation activities of participants of all ages and maintains order;

Prepares schedules for sports and special events.

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

Working knowledge of a variety of recreational activities such as games, arts and crafts, sports, social events, and dramatics; working knowledge of the equipment available for recreational use and its operation; ability to keep simple records; ability to instruct participants at all ages; ability to supervise; ability to follow directions; resourcefulness; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Completion of ninth grade.

Monroe County Civil Service Commission

ADOPTED: November 1, 1984

REVISED: May 1, 2025

*Approved Non-Competitive for All Towns on April 7, 2009 by State Civil Service Commission action