

EAST BAY REGIONAL PARK DISTRICT

RECREATION LEADER I

GENERAL FUNCTION

Under direct supervision, assists in instructing and leading outdoor recreational activities in support of day camps, special events, and other District programs. Provides input for record keeping and performs other work as required.

PRINCIPAL DUTIES AND RESPONSIBILITIES

Assists in organizing and conducting outdoor recreational programs and activities, such as special events, day camps for groups of teens, pre-teens, and families, and other activities, which may include hiking, backpacking, camping, kayaking, games and skits, mountain bike riding, horseback riding, nature study, and fishing. Helps instruct individuals or groups in the various activities that are planned. Follows schedule of events. Assists in maintaining discipline and informs supervisor of any conflicts between individuals or groups. Participates in discussions on various topics and ensures observance of required safety precautions. Responds to emergencies through proper notification and reporting. Maintains participation and ensures proper usage and care of supplies/equipment.

MINIMUM QUALIFICATIONS

- Must be 16 years of age or older, and
- Must be in attendance at, or on legitimate leave from, a high school, trade school, or college or university.

KNOWLEDGE, SKILLS, AND ABILITIES

Ability to follow instructions and assist in leading activities. Ability to communicate effectively. Ability to motivate and encourage a willingness to participate. Ability to keep accurate records. Ability to recognize and respond to emergency situations. Ability to establish and maintain positive working relationships with those contacted in the course of work at all levels, including a culturally diverse public, with a focus on quality service to internal and external customers.

SPECIAL CONDITIONS OF EMPLOYMENT

May be required to work unusual hours, weekends, and holidays. May be required to wear a District uniform.

REPORTS TO: Recreation Leader III or Recreation Leader IV