

**COUNTY OF ORANGE  
MUNICIPAL/SCHOOL  
JOB CLASSIFICATION SPECIFICATION**

**CLASS TITLE:** RECREATION SPECIALIST

**TITLE #:** 1525

**DISTINGUISHING FEATURES OF THE CLASS:** This position involves teaching or conducting a special activity with considerable freedom as to approach, method and subject material. The position may involve the actual conduct of the activity or the organization and initiation of activity groups and the instruction of recreation leaders in the manner in which the details of the activity are carried out. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

Plans and teaches playground arts and crafts program to children;

Plans, organizes, implements and oversees staff assigned to programs for pre-school and toddlers;

Plans and conducts beginning, intermediate and advanced swimming classes in accordance with the requirements of a recognized life-saving instruction agency;

Conducts junior and senior life saving courses, assigns hours and posts to lifeguards and schedules and conducts special swimming events;

Conducts rehearsals, concerts, drama group plays, teaches and organizes dances;

Conducts league or tournament games and officiates at athletic events such as basketball, baseball, softball, football, volleyball, track, etc.;

Teaches basic and advanced tennis skills;

Plans, aids and instructs playground leaders in the organization of specialty activities;

Develops and recommends publicity for special events;

Requisitions and distributes supplies and materials, keeps records and prepares reports.

**REQUIRED KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of the methods of group instruction used in specialty activity; ability to establish good working relationships; ability to work with groups of all ages; ability to stimulate interest; ability to speak clearly and effectively; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Either

- a) One (1) season of paid or volunteer experience conducting recreation activities OR;
- b) One (1) semester of experience as a teacher, teaching assistant, teacher aide, coach or volunteer working in a classroom or gymnasium setting.

**NOTE:** A season is defined as the duration of a recreation program. A semester is defined as 15-18 weeks of an academic year.

**JURISDICTIONAL CLASSIFICATION:** Competitive/full time, Non-competitive/part time

ADOPTED: Unknown

REVISED: 7/6/93 kmg

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