LONG BEACH UNIFIED SCHOOL DISTRICT | PERSONNEL COMMISSION *Excellence and Equity*

Class Code: 5256
Salary Range: 932 (NR)

RECREATION LEADER

JOB SUMMARY

Under the supervision of a Principal or designee, oversee and participate in providing for and assuring a safe, clean and secure environment for students involved in the school lunch and playground program; organize and oversee recreational and playground activities; perform related duties as assigned.

EXAMPLES OF DUTIES

The classification specification does not describe all duties performed by all incumbents within the class. This summary provides examples of typical tasks performed in this classification.

- Oversee and participate in providing for and assuring a safe, clean and secure environment for students involved in the school lunch and playground program; establish positive relationships with students and staff; promote good public relations with parents and the local community. ***E***
- Communicate with school administration and staff regarding pertinent information such as special events, site programs, recreation staffing and work hours, and observations and incidents relating to specific students. ***E***
- Lead and provide work direction and guidance to Recreation Aides and assist in completing performance evaluations; monitor and support site dress codes for playground staff. ***E***
- Assure proper staffing levels for playground and meal period coverage and arrange for substitute Recreation Aides as needed. ***E***
- Organize and oversee recreational and playground activities; properly store playground equipment and supplies; apply District policies, procedures and regulations related to assigned activities. ***E***
- Maintain control and discipline of students participating in playground, meal periods and recreational activities; communicate playground rules and expectations to students; settle playground disputes; prepare written disciplinary referrals as appropriate. ***E***
- Monitor and circulate throughout assigned school areas; promote safety and acceptable attitudes related to good citizenship, integrity, fair play, sportsmanship and respect for property and rights of others. ***E***
- Apply school nutrition program rules by monitoring and controlling student behavior in the cafeteria lines, dining rooms, lunch benches, restrooms and playground areas; during inclement weather monitor and control student behavior throughout nutrition service periods in classrooms and auditoriums; encourage good manners and proper nutrition; assist cafeteria supervisor after lunch. ***E***

- Conduct periodic inventory and safety checks of playground supplies; perform visual inspections of playgrounds and surrounding areas for potential hazards; report safety concerns to supervisor. ***E***
- Report playground injuries to site administration; complete required accident reports. ***E***
- Operate a walkie-talkie and radio for emergency assistance as necessary. ***E***
- Attend scheduled in-service meetings for professional enrichment. ***E***

Note: At the end of some of the duty statements there is an italicized "E" which identifies essential duties required of the classification. This is strictly for use in compliance with the Americans with Disabilities Act.

DISTINGUISHING CHARACTERISTICS

Recreation Leaders are part time playground workers. Recreation Leader assignments may not exceed 19 hours per week. The purpose of their employment is to perform the duties of a Recreation Aide by monitoring students and provide work direction and guidance to Recreation Aides.

EMPLOYMENT STANDARDS

Knowledge of:

Safe playground practices and appropriate student conduct.
Oral and written communication skills.
Interpersonal skills using tact, patience and courtesy.
Basic principles of providing work direction and guidance to others.

Ability to:

Understand, apply and explain school rules and regulations and procedures.
Provide work direction and guidance to others.
Establish and maintain cooperative and effective working relationships with others.
Understand and follow oral and written instructions.
Learn District organization, operations, policies and procedures.
Understand behaviors of school aged children.
Meet schedules and timelines.
Communicate effectively both orally and in writing.
Complete forms and prepare routine reports related to assigned activities.

Training and Experience:

Any combination of training and experience that could likely provide the desired skills, knowledge or abilities may be considered.

WORKING ENVIRONMENT

Indoor and outdoor work environment.
Seasonal heat and cold or adverse weather conditions.

PHYSICAL DEMANDS

Walking or standing for extended periods of time.
Bending at the waist, kneeling or crouching.
Lifting and carrying light objects weighing up to ten pounds.
Twisting and turning to monitor student activities.
Hearing and speaking to exchange information.
Dexterity of hands and fingers to operate playground equipment.
Seeing to monitor student activities.

AMERICANS WITH DISABILITIES ACT

Persons with certain disabilities may be capable of performing the essential duties of this class with or without reasonable accommodation, depending on the nature of the disability.

APPOINTMENT

In accordance with Education Code Section 45301, an employee appointed to this class must serve a probationary period of six (6) months during which time an employee must demonstrate at least an overall satisfactory performance. Failure to do so shall result in the employee's termination.

PCA: 1/1/2019