

Civil Division: Towns, Villages
Jurisdictional Class: Labor
EEO Category: Service/Maintenance
Revised: 07/14/05

RECREATION ATTENDANT

DISTINGUISHING FEATURES OF THE CLASS: Employees in this class perform the routine care associated with the use of recreational facilities/grounds or have the responsibility of conducting a recreational activity under specific instruction, but with little direct supervision. This position involves responsibility for the orderly day to day operations of facilities, the issuing and collection of equipment, the safety and proper conduct of participants and the routine maintenance of buildings, grounds, and equipment. This position may be supervised by the Recreation Leader or by other authorized staff members. Supervision over employees is generally not exercised by this class. Employee performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative Only)

Assists in conducting activities at recreational or sports facilities/grounds;
Maintains and helps prepare fields, courts and related recreational facilities;
Cleans and maintains locker rooms, gymnasiums and related facilities;
Participates as timekeeper or scorekeeper;
Locks and unlocks doors and gates;
Issues, maintains and collects recreational supplies and equipment;
Maintains safety and order in locker rooms, gymnasiums, playgrounds and parking lots;
May collect money for parking;
May issue parking violation notices;
May guide cars to parking spaces.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS: Ability to read and write; ability to keep simple records; ability to give and enforce simple instructions; ability to perform light manual labor; ability to get along well with others.

MINIMUM QUALIFICATIONS: None.

Adopted: 08/30/84
Revised: 11/26/96, 06/25/97, 4/28/99, 07/04/01, 07/14/05

Title in promotional series: Recreation Attendant, Recreation Leader, Recreation Director