



<b>Job Title</b>	Recreation Attendant
<b>Department</b>	Nazarene Recreation
<b>Months of Employment</b>	Varies: Annual
<b>Schedule</b>	Varies: Monday - Saturday
<b>Pay</b>	\$13/hr, 14-17 yr. olds \$15.00/hr + DOQ, 18+ yr. olds

### **Job Description**

Serve under the direct supervision of the Recreation Pastor, Recreation Attendant is a part-time position responsible for the supervision of programs, coordination of field and facility use, and providing assistance to participants and spectators as questions and needs arise.

### **Roles and Responsibilities**

- Supervise program activities to ensure smooth execution of daily programs and adhere to schedule and facility use needs.
- Prepare fields and facilities to meet the needs of each program, activity will include lifting, bending, pushing, pulling, and
- Distribute equipment to ensure smooth execution of programs, and take down and secure equipment.
- Coach youth participants in a variety of games and activities, as needed.
- Provide a fun and safe environment and maintain facilities and equipment in a clean and orderly manner.
- Act as a role model to participants and demonstrate good behavior and rule following.
- Support participants in a positive and encouraging way.
- Communicate effectively with participants, parents, and staff regarding rule violations, questions, and concerns.
- Administer minor first aid as necessary and complete proper incident reports.
- Adhere to all Church policies, procedures, and reporting requirements.
- Perform all job-related duties and tasks as assigned.
- Notify Recreation Pastor of any missing or damaged materials or equipment.
- Assist with set up, execution, and clean up of activities, programs, parties, and large-scale events.

### **Qualifications and Requirements**

- Must be at least 16 years old.
- Understand how to communicate with children and adults in friendly and professional way.
- Previous experience working with children is a plus.
- Experience in a variety of sports, activities, group games, and arts activities preferred.
- Valid driver's license needed to drive motorized equipment.

### **Knowledge, Skills, and Abilities**

- Understand how to communicate with children in an engaging, friendly, and professional way.
- Knowledge of a variety of team sport rules and an ability to demonstrate proper technique and body mechanics.
- Ability to demonstrate patience and mediate participant disagreements.
- Ability to lead groups in sports, activities, and games while upholding principles of good sportsmanship.
- Ability to follow a schedule and interact and assist large groups of participants and spectators.

**Special Considerations**

- Subject to sustained physical activity for prolonged periods of time.
- Subject to outside and inside environmental conditions.
- Subject to modified/flexible work schedule.
- Subject to occasionally lift light weight (20 lbs.) objects.