

CLASS SPECIFICATION FOR
Recreation Basketball Camp Supervisor

GENERAL STATEMENT OF DUTIES: Supervises temporary Recreation personnel assigned to the Basic Basketball Camp; does related work as required.

DISTINGUISHING FEATURES OF THE CLASS: This is temporary, part-time work supervising part-time employees engaged in a basketball sports program in one of three recreation districts. Work is performed under the general supervision of a Recreation Coordinator I or II. Work will require being on-call at assigned times.

EXAMPLES OF WORK (illustrative only):

- Supervises temporary Recreation staff involved with the basketball sports program;
- Serve as point of contact for parents, participants, and staff;
- Serves as liaison between parent and the Recreation Coordinator in charge of programs.
- Observes necessary precautions to secure the safety of recreation participants and spectators and administers routine first aid in cases of minor injury;
- Handles emergency situations within the assigned district;
- Sets a daily schedule for camp and assigns “skill” activity states for staff members
- Tracks program supplies and materials, ensuring proper storage and safekeeping and ordering as needed to restock depletions;
- Keeps records, makes reports;
- Performs related work as assigned.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Good knowledge of a basketball sports programs; ability to instructor others; ability to supervise employees conducting basketball sports programs; dependability; ability to keep records and make reports; ability to establish and maintain good working relationships with employees, participants and the public; ability to communicate effectively orally and in writing.

MINIMUM EDUCATION AND EXPERIENCE: Possession of an associate's degree in recreation, physical education, or a related field and one (1) year of experience coaching a basketball sports program, and preferably including some supervisory and/or recreation program planning experience; OR, any equivalent combination of experience and training which provides the required knowledge, skills, and abilities.

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01-May-2012
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This is a class specification and not an individualized job description. A class specification defines the general character and scope of duties and responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list the essential job functions for a given position in a classification.