



City of Stuart

121 SW Flagler Avenue * Stuart * Florida 34994-2139
Human Resources Department
www.cityofstuart.us

JOB POSTING

Date: June 8, 2016
Job Title: Part Time Recreation Leader (*approx. 30 hrs per week, evenings & weekends*)
Department: Community Services – 10th Street – **Community Engagement Programs**
Exempt Status: Non-Exempt
Hiring Range: \$13.52 per hour
Closing Date: Open Until Filled

Characteristics of the Class:

Under the general supervision of the Programs Supervisor, incumbent is responsible for planning, organizing and supervising recreational programs for youth, teen, adult and senior citizens. This includes but is not limited to community interest classes, cultural programs and special events. The incumbent may conduct, participate and/or supervise leisure activities for all ages. Work is reviewed through observation and/or written reports for conformance to the division’s rules and established policies.

Training and Experience, and KSAs:

High School Diploma or equivalent with two (2) years of experience in Recreation programming or a combination of training and experience. Must possess a valid Florida Driver’s License. Knowledge of the principles, rules, materials, equipment requirements, and organization of a variety of play and recreational activities, including low organized games, free play activities, team sports, art and handicrafts. Knowledge of the principles and practices of first aid. Ability to instruct, coach and supervise recreational activities as in camp counselors or as a participant in a variety of sports. Ability to work irregular hours as necessary such as evenings and weekends. Ability to identify and select activities suitable to individual and group needs and to instruct these activities. Ability to establish and maintain effective working relationships with employees, superiors and the public.

Physical and Environmental Requirements:

Task involves frequent walking, at times over rough or uneven surfaces, sitting, stretching, pushing, pulling, bending, stooping, standing; some lifting and carrying objects of moderate to heavy weight (30-50 pounds); and/or the operation of vehicles, office equipment, keyboard, or hand tools in which manipulative skills and hand-eye coordination are important ingredients of safe and/or productive operations. Task may require infrequent exposure to adverse environmental conditions. Task requires sound perception and discrimination. Task requires taste perception and discrimination. Task requires visual and color perception and discrimination. Task requires oral and written communication abilities. Task requires odor perception and discrimination. Task requires texture perception and discrimination. Task requires depth perception and discrimination.

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A City of Stuart Application for Employment can be obtained through our website (www.cityofstuart.us) or by visiting the Human Resources Department. Applications for employment must be sent to or, delivered to, the Human Resources Department.

The City of Stuart is a tobacco-free workplace. All applicants must attest that they have not used tobacco products for the preceding 3-month period from the date of application. Candidates chosen for positions within the City of Stuart must undergo pre-employment screening to include verification of their non-use of tobacco products in order to be considered for employment.

In accordance with Section 51.55 Federal Revenue Sharing Handicapped Discrimination Regulations, please be advised that the City of Stuart does not discriminate in its employment of the disabled. The City does not discriminate in hiring due to race, color, sex, creed, national origin, marital status, age, political affiliation, religion or disability.