

Position Description
CITY OF CHASKA

Position Information:

Title: **Extreme Kids Activity Assistant**
 Department: Parks and Recreation
 Accountable to: Extreme Kids Coordinator

Primary Objective of Position:

To program, plan, lead and engage school age children in safe recreational activities

Salary:

Starting wage: \$8/hour; Approx: 20+ hours a week for 10 weeks (June-August)

Major Areas**Responsibilities:**

1. Assist with the implementation, supervision and leading of age appropriate activities for youth ages 6-12.
 - Supervise and participate with groups of youth in a variety of indoor and outdoor experiences and activities including crafts, games, socialization, health and wellness, and field trips
 - Interact and relate with youth and serve as a positive role model and leader
 - Help with set up of program activities and clean up after the activities are complete
 - Carry out the goals, themes and schedule of the program to provide a consistent and high quality experience
2. Communicate with parents, Extreme Kid Coordinator, and other staff daily
 - Discuss children's behaviors with supervisor and parents of the youth
 - Provide clear communication to parents and other staff members
 - Provide a positive model of communication
 - Work as a team with other staff members
3. Perform other related duties as required

Job Requirements;**Education/Experience Requirements:**

Experience working with youth ages 6-12
 Experience implementing youth activities and supervising youth

Age requirement:

Must be at least 16 years of age

Certification requirements

All staff is required to be trained in CPR, First Aid, AED and Blood Borne Pathogens. For those not certified, the department will provide training.

Skills:

- Organization skills
- Positive Customer service skills
- Clear communication skills
- Be able to work independently
- Willing and able to swim and play with youth on a daily basis

Personal Attributes:

- Possess cultural awareness and sensitivity
- Flexibility
- Demonstrate sound work ethics
- Friendly personality

Other requirements related to the job

- Must be available for the 10 weeks of the program (this is a seasonal position)
- Must be available for staff training prior to start date
- Completion of all staff trainings (paid training approx: 15-20 hours)