

Position Description
CITY OF CHASKA

Position Information:

Title: **Extreme Kids Activity Leader**
 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: \$12/hour; Approx: 35+ hours a week for 10 weeks (June-August)

Major Areas**Responsibilities:**

1. Coordinate/Supervise/Lead/Implement age appropriate activities for youth ages 6-12
 - Create clear detailed daily lesson plans and determine program supplies and equipment needs.
 - Supervise and participate with groups of youth in a variety of indoor and outdoor experiences and activities for youth including crafts, games, socialization, health and wellness, and field trips
 - Interact and relate with youth and serve as a positive role model and leader
 - 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 and document children's behaviors and implement behavior plans if needed
 - Provide clear communication to parents and other staff members
 - Provide clear direction for activity assistants and aides
 - Provide a positive model of communication
 - Work as a team with other staff members
3. Assist with program administration
 - Take accurate attendance counts and record daily
4. Perform other related duties as required

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

2+ years Experience programming recreation activities for youth ages 6-12
 1+ years of post high school course work related to working with school age children
 Experience implementing youth activities and supervising youth in groups of 10-20.

Age requirement:

Must be at least 18 year 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)