



## SAN JOAQUIN COUNTY OFFICE OF EDUCATION

Gaylord A. Nelson Education Center • 2901 Arch-Airport Road  
Post Office Box 213030 • Stockton, California 95213-9030  
Telephone (209) 468-4800

# Job Description

---

**POSITION TITLE:** *Recreation Specialist I* #2315

**SALARY PLACEMENT:** Classified Salary Schedule

---

**MINIMUM QUALIFICATIONS - EDUCATION AND/OR TRAINING:**

High school diploma or equivalent of the completion of the twelfth grade. Successful completion of a minimum of thirty (30) units of college credit. CPR Certification.

**DESIRABLE QUALIFICATIONS - EDUCATION AND/OR TRAINING:**

Currently enrolled in college courses leading toward a bachelor of arts degree in physical education, recreation or a related field. Experience leading groups of elementary school age children in recreational and/or physical fitness activities. Fitness and/or recreation workshop training.

**MINIMUM EXPERIENCE:**

A minimum of five (5) years experience in the area of recreational and/or physical fitness activities.

Demonstrated ability to:

1. Lead groups of students through fitness and recreation activities.
2. Manage the psychological and physical safety of groups.
3. Work cooperatively with a teacher in the development of recreational activities that will be integrated into a multi-disciplinary curriculum.
4. Supervise students as they develop self-esteem through recreational and/or fitness activities.

**DESIRABLE EXPERIENCE:**

Supervising students in an alternative education program.

**CREDENTIALS AND/OR SKILLS AND ABILITIES:**

Demonstrated understanding of recreation/physical education as an integral part of an interdisciplinary thematic unit. Demonstrated understanding of alternative methods of assessment. Be flexible and receptive to change.

**SUMMARY OF POSITION:**

Under the supervision of the Director of Alternative Programs, assists the classroom teacher in providing relevant recreational and/or fitness experiences for students enrolled in the program. Does related work as required.

**ESSENTIAL FUNCTIONS:**

Essential functions may include, but are not limited to:

1. Assist the classroom teacher in the ongoing development of curriculum and program design.
2. Supervision of students as they develop physical and emotional well being.
3. Collaborate with the teacher in designing a program for parent involvement in the recreational component of the program.

4. Performs other related duties as assigned.

**PHYSICAL REQUIREMENTS:**

Employees in this position must have the ability to:

1. Demonstrate physical fitness and recreational activities required of the students.
2. Enter data into a computer terminal/typewriter, operate standard office equipment, and use a telephone.
3. See and read a computer screen and printed matter with or without vision aids.
4. Hear and understand speech at normal levels and on the telephone.
5. Speak so that others may understand at normal levels and on the telephone.
6. Stand, walk, and bend over, reach overhead, grasp, push, pull and move, lift and/or carry up to 25 pounds to waist height.

**WORK ENVIRONMENT:**

Employees in this position will be required to work both in a classroom and outdoors in various weather conditions. and come in direct contact with students, San Joaquin County Office of Education staff, district staff and the public.