

City of Temple City

Recreation Leader I

\$12.00/hr. - \$14.04/hr.

Recreation Leader II

\$12.48/hr. - \$14.60/hr.



The City participates in a federally mandated retirement program whereby part-time employees contribute 7.5% of their salary into a deferred compensation plan (monies paid into this plan will be returned to the employee approximately two to three months following separation at the employees' discretion).

Sick leave will be granted in accordance with California State Law.

Job Location: 10144 Bogue St., Temple City CA

Temple City is recruiting for multiple Recreation Leader vacancies in the Parks and Recreation Department. Vacancies will be filled at the level of Recreation Leader I or Recreation Leader II depending upon the qualifications of the candidates selected.

### **Recreation Leader I**

Under general supervision, assists in teaching classes or leading a variety of recreational program activities involved in the implementation of recreational programs for the City including sports, special events, after school programs, day camps, arts and crafts, and other recreational programs and activities; provides on-site supervision for program implementation; sets-up and issues equipment for recreational activities; provides a variety of general and routine administrative tasks in support of recreation programs; and maintains records and reports.

**Education and Experience:** Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. Education equivalent to the completion of high school, supplemented by two years of experience working in youth and/or community recreation or comparable setting. One year of college course work can be substituted for one year of experience.

### **Recreation Leader II**

Under general direction, plans, organizes, coordinates, and oversees assigned recreational program activities involved in the implementation of recreational programs for the City including sports, special events, after school programs, day camps, arts and crafts, and other recreational programs and activities; oversees lower level staff; oversees the front desk at assigned facility including answer phones, greeting customers, and performing registration duties; and maintains a variety of records and reports.

**Education and Experience:** Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. Education equivalent to the completion of high school, supplemented by three years of experience working in youth and/or

community recreation or comparable setting. One year of college course work can be substituted for one year of experience.

**Recreation Leader I & Recreation Leader II**

Other Qualifications: Possession of a valid Class C motor vehicle operator's license from the State of California.

For complete job duties, please refer to the job description, which can be accessed from the City of Temple City's website, [www.templecity.us](http://www.templecity.us).

Applications for City of Temple City jobs are accepted through an online process. Visit [www.templecity.us](http://www.templecity.us) to begin the application process.

This is a continuous recruitment with the first review of applications on Friday, February 1, 2019. Interested applicants are encouraged to apply immediately.