

## **SNOHOMISH COUNTY JOB DESCRIPTION**

### **TEMP – ADAPTED RECREATION ASSISTANT**

Spec No. 9164

#### **BASIC FUNCTION**

Work in a recreation setting assisting a diverse community population that includes but is not limited to youth and young adults with disabilities, in achieving program goals and outcomes.

#### **STATEMENT OF ESSENTIAL JOB DUTIES**

1. To support programs with a “What will it take” approach as directed by the Adapted Recreation Specialist. These programs may include activities such as swimming, bowling, field trips, socials and special events.
2. To provide a one-to-one ratio with customers when necessary.
3. To provide program input (suggestions, criticisms, improvement, and ideas) to the specialist or Leader in charge.
4. In working with the participants, duties could involve such tasks a feeding, toileting, dressing, cleaning, as well as involving participants in recreation activity.

#### **STATEMENT OF OTHER DUTIES**

5. The recreation attendant is not responsible for the actual planning or preparation of any program to which he / she is assigned.
6. Administers First Aid and CPR as needed.
7. Responsible for maintaining a clean and safe environment throughout the program.
8. Job duties may change as customer needs change.

#### **MINIMUM QUALIFICATIONS**

16 years of age. Successful experience bringing services to participants with physical, mental, and/or sensory challenges.

#### **SPECIAL REQUIREMENTS**

Ability to work a flexible schedule including early mornings, late evening and weekends.

Interest and desire in receiving additional instructional training is required.

Subject to Washington State Patrol Criminal Background Check.

Current ARC First Aid, CPR FPR/AED or ability to obtain within 30 days of hire.

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**KNOWLEDGE AND ABILITIES**

Knowledge of:

- personal computers sufficient to access and use common office productivity software

Ability to:

- exercise mature judgment to ensure safety and enjoyment by program participants
- lead both large and small groups
- maintain effective working relationships
- work well with a variety of students, staff members, and parents
- follow and give instructions

**SUPERVISION**

Directly responsible to the Adapted Recreation Specialist and in his / her absence the Recreation Supervisor.

**WORKING CONDITIONS**

Work is performed indoors and outdoors in varying weather conditions during the year. Employee works a flexible schedule which may include evening hours and weekend. On occasion, must be able to provide own transportation. Work schedule and need may fluctuate during periods of low attendance and poor weather days.

**PHYSICAL ABILITIES**

Hearing and speaking to exchange information, dexterity of hands and fingers to operate standard office machines and maintenance equipment, seeing to read, sitting or standing for extended periods of time, kneeling or crouching and bending at the waist to lift patrons and or facility materials of 50 lbs. (With assistance if weight is greater).

Snohomish County is an Equal Employment Opportunity (EEO) employer.  
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: March 2009  
Revised: September 2012  
EEO Category: 8 – Service and Maintenance Workers  
Pay Grade: Minimum Wage Scale  
Workers Comp: 1501 Hazardous