

## **JOB DESCRIPTION – RECKIDS SUPERVISOR**

### **Campus Recreation Profile**

Pikes Peak, America's Mountain as it is known, forms a breathtaking backdrop for the LEED Gold Certified UCCS Gallogly Recreation and Wellness Center, which opened its doors in January 2016. Campus Recreation facilities and programs serve more than 500 students and faculty/staff daily, while employing approximately 100 students every year. Campus Recreation professional staff committed to student development, diversity and sustainability, all while encouraging healthy lifestyles through extensive programs and services.

Campus Recreation's mission supports the UCCS mission by providing students and the campus community with diverse programs, outstanding facilities and educational experiences that support the development of a healthy mind, body and spirit. We enhance the campus experience through programs and services that focus on student development, promotion of a healthy lifestyle and provide opportunities for social interaction.

### **Job Responsibilities**

The RecKids Supervisor Position reports directly to the Program Director of Sports and Youth Programs and is responsible for developing and fostering meaningful relationships with program participants, while collaborating with other counselors to ensure a cohesive environment for all involved.

- Supervise participants during all year round RecKids programming to include but not limited to, tournaments, Kids Night Out, Birthday Parties, with an option to stay for Summer Camps if available.
- Supervise and actively participate in a variety of indoor and outdoor activities, including swimming, climbing, arts and crafts, teambuilding games, educational sessions, tournament games and more. Includes locker room supervision.
- Assist participants with belongings, lost-and-found, sunscreen/hydration, trash pick-up, and all aspects of quality customer service.
- Ensures RecKids program safety and security, enforces all safety and risk management policies.
- Resolve disciplinary problems appropriately; complete incident and accident reports as needed.
- Maintain good relationships with parents of participants.
- Serve as role model in maintaining hygiene and cleanliness, punctuality, sharing clean-up duties, sportsmanship and good manners.
- Enforce Campus Recreation facility, program and pool policies, procedures and regulations.
- Lead age-appropriate engaging games, projects, stories, sports and activities during all RecKids programming including set-up and tear-down.
- Remain educated on emergency procedures and ensure procedures are followed when necessary, and all RecKids participants are accounted for.
- Attend RecKids staff meetings.
- Oversee tournament day check-in, concessions, facility supervision, registration and ongoing parent and participant customer service.



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- Complete CSA Training within first month of hire.
- Additional duties as requested by RecKids Administrative Staff.

### **Required Qualifications**

- RecKids mentor candidates must be aged 18 or older.
- Friendly and outgoing personality, highly structured and organized.
- Works well independently and in a team environment.

### **Preferred Qualifications**

- Previous experience working with children highly preferred.
- Formal training child development, elementary education, early childhood, recreation, or similar fields preferred.
- Previous experience in customer service or public relations.
- American Red Cross First Aid / CPR / AED certified.

### **Compensation**

\$ 15.50/hr