

RECREATION ASSOCIATE - SEASONAL, NICEVILLE CAMPUS

Position Title: Recreation Associate
Seasonal/ Part-Time/ Non-Exempt

Date: February 9, 2023

Supervisor: Recreation Director

Purpose: Supports Recreation Ministry events

PRIMARY DUTIES:

1. Assists Director and other Recreation staff with planning, execution and recovery of Crosspoint events
2. Mentors and assists coaches, volunteers, athletes and event participants
3. Facilitate phone and face-to-face customer service support
4. Assist with recruiting and supporting volunteers for all areas of the Recreation Ministry
5. Recommend new activities and opportunities that strive to connect people to Christ
6. Maintain and comply with safety, security and training regulations
7. Uphold the Crosspoint Staff Covenant.

SKILLS DESIRED:

1. Willing to work odd hours and weekends
2. Motivated about working and connecting with people of all ages and backgrounds
3. Passion for using sports and recreation as a platform to invest in the lives of others
4. Able to communicate in a clear and precise manner information needed by the public and the staff
5. Be able to speak in public to a small and large groups
6. Able to support a wide variety of sports and recreation activities to all ages
7. Be able to lift, carry and move heavy objects
8. Working computer knowledge
9. Organization skills
10. Pleasant attitude

KEY PERFORMANCE MEASUREMENTS:

1. Communication
2. Ability to work with the public and staff
3. Knowledge of programs

CONTINUING EDUCATION DESIRED: (LIST EXPECTATIONS FOR CONTINUING EDUCATION)

- First Aid and CPR

By signing below, I acknowledge that I have reviewed and understand this Job Description.

Employee Name

Date

Employee Printed Name

Supervisor Signature

Date

Supervisor Printed Name