



City of South San Francisco

Department of Parks & Recreation

Middle School Sports Coach

Recreation Leader II/III

Salary: Recreation Leader II: \$21.27 - \$25.85 per hour, **Recreation Leader III:** \$23.08 – \$28.05 per hour

Benefits: This is an hourly, part-time, non-benefited position

Shift & Hours: 4-6 hours Week, weekday afternoons

Location: Various community centers/parks/schools throughout San Mateo County

The Department: The Parks and Recreation Department is the third-largest department in the City and is organized by program area, with each program administered by a supervisor, coordinator, or specialist. The Parks and Recreation Department is composed of a Director and full-time management positions. The department is comprised of the Recreation, Parks, and Facility Maintenance divisions. The Recreation Division consists of eight program areas, Aquatics, Classes, Cultural Arts, Youth Enrichment Services, Preschool Early Learning, Senior Services, Sports, and Rentals.

South San Francisco participates in the North County Recreation League, which is comprised of nine schools that offer an after-school sports program for participant's sixth grade to eighth grade. The league offers a variety of sports that includes flag football, volleyball, basketball, track, tennis, golf, badminton, cross-country running. Students in all three grades are combined from all three middle schools to form teams with the majority of players at the novice ability level.

Under the direction of the Recreation Coordinator, coaches will coach a 6th, 7th, or 8th grade team during that season. Coach implements practices 2 times a week during their season throughout the school year. Some sports are combined grades.

Duties and Responsibilities: Typical job duties include(but are not limited to):

- Implement drills and skill development during practices
- Knowledge of sport.
- Implement game strategy during league games
- Care of issued equipment
- Document accidents, incidents and any program related issues that may occur
- Responsible for participant discipline
- Maintain excellent communication and customer service skills
- Follow procedures in case of emergency; administer first-aid
- Performs other related duties as required

Qualifications:

Any combination of experience and training that would provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

Recreation Leader II - Must be at least 18 years of age, with less than one year of coaching experience.

Recreation Leader III - Minimum of 18 years of age required. Candidates must have at least two years of experience, which may include coaching, working in a camp setting, or playing at the high school or collegiate level. Strong knowledge of sports such as basketball, volleyball, flag football, and track & field is expected. The ideal candidate is enthusiastic, reliable, and has a genuine interest in working with middle school-aged children.

Education: Positions do not require specific education.

Certificates: CPR/First Aid certificates preferred for both Recreation Leader II/III but not required.

RECRUITMENT TYPE:

This is a continuous recruitment and may close at any time.

HOW TO APPLY:

Complete online application: www.calopps.org/city-of-south-san-francisco.