



Instructor Job Description

The Instructor, under the direction of the Recreation Supervisor, is responsible for planning, teaching and evaluating their assigned class.

Qualifications

- Must be 16 years old.
- Must be able to conduct a class.
- Must be able to plan and execute age appropriate activities.

Duties and Responsibilities

- Responsible for the preparation of lesson plans and gathering of supplies and equipment.
- Remain in classroom at all times during scheduled program.
- Insure safety of participants at all times.
- Maintain good communication with participants and/or parents.
- Adhere to the general rules and policies of the Midlothian Park District.
- Attend any orientation, staff training or meetings.
- Request supplies through the Recreation Supervisor
- Must perform assigned tasks in a safe manor and follow safety policies and procedures.
- Perform other duties as assigned.

Psychological Considerations:

- Must be a positive role model.
- Must have the ability to both give and take orders
- May have to deal with stress situations

Physiological Considerations:

- Must have the endurance to keep up with participants
- May encounter long periods of sitting, standing, walking, reading and writing
- May have to be able to lift up to 50 pounds

Environmental Considerations:

- May be exposed to varying weather conditions.
- May be exposed to bee stings and other insect bites.

Cognitive and Safety Considerations:

- Must be organized.
- Must show safety awareness and good judgment.

Department: Recreation
Reports to: Recreation Supervisor
Pay Grade: Part Time (Various hours)
Salary: Varies by class