



**MONTROSE RECREATION DISTRICT**  
**Summer Enrichment Aide**  
**(Revised 3/10/2022)**

**General Statement of Duties:**

This position is assigned to assist in either the Summer Adventure Program for 6-10-year-olds and/or Club 1114 for 11-14-year-olds. The Summer Adventure Program consists of two (2) four (4) week sessions running from June to early August.

**Supervision Received:** Reports directly to the Summer Enrichment Leader.

**Supervision Exercised:** N/A.

**Essential Duties:** *The following are examples of primary duties assigned to this position. Other related duties may be assigned.*

- Responsible for monitoring participants during the Summer Adventure Program.
- Ensures participants act in a respectful behavior while participating in the program.
- Ensures the safety of participants and Summer Enrichment Aides.
- Communicates accidents/incidents to the Summer Enrichment Leader.
- Assists in cleaning up the facility after use.

**Position Qualifications:**

**Experience:** Experience interacting with ages 6-14 years old is preferred.

**Education or Training:** High school diploma or equivalent is preferred.

**License and Certification:** N/A.

**Work Environment:**

The Summer Adventure Program takes place at Pomona Elementary School. The work schedule is Monday – Thursday ranging slightly within the hours 12:00 p.m. to 6:00 p.m.

**Physical Conditions:** Primary functions may require maintaining the physical condition necessary for walking, standing, or sitting for prolonged periods of time. This position may require some moderate lifting and work primarily indoors.