

**SC DEPARTMENT OF CORRECTIONS**

**-JOB POSTING NOTICE (EOE)-**

OPENING DATE: 10/28/16

CLOSING DATE: UNTIL FILLED

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SCDC INTERNAL TITLE: RECREATION SPECIALIST III                      SCDC POSITION #: 010476  
HOURS/WEEKLY: 040.00 SHIFT SCHEDULE: 02 WORK TIME: 0800 AM - 0400 PM  
LOCATION: LEATH CORR INSTIT (WOMEN), GREENWOOD (GREENWOOD) LEVEL 2

STATE JOB TITLE: RECREATION SPECIALIST III                      STATE JOB CLASS: EC50  
PAY BAND/LEVEL: 04 E  
BAND: 04    SALARY RANGE    \$ 026988 - \$ 049932                      SPECIAL INCENTIVE: NO  
HIRING SALARY RANGE:                      \$ 031575 - \$ 032184    SCEIS POSITION #:    61022219

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MINIMUM AND ADDITIONAL REQUIREMENTS:

HIGH SCHOOL DIPLOMA AND RELEVANT EXPERIENCE OR A BACHELOR'S DEGREE IN PHYSICAL EDUCATION, RECREATION, THERAPEUTIC RECREATION OR A RELATED FIELD CAN BE SUBSTITUTED FOR EXPERIENCE.  
  
(OR AN ACCEPTABLE EQUIVALENCY AS APPROVED BY THE DIVISION OF STATE HUMAN RESOURCES). TWO (2) YEARS EXPERIENCE IN THE RECREATION FIELD, TO INCLUDE INSTRUCTION IN HEALTH EDUCATION, PHYSICAL FITNESS AND INTRAMURAL COMPETITION.

DESCRIPTION OF DUTIES:

PLAN, COORDINATE, AND IMPLEMENT A COMPREHENSIVE RECREATION PROGRAM THAT PROMOTES PHYSICAL FITNESS AND GOOD HEALTH AND WELLNESS TO THE INMATE POPULATION AT LEATH CORRECTIONAL INSTITUTION. IDENTIFY ACTIVITIES FOR THE ENTIRE INMATE POPULATION INCLUDING CONTINUOUS TOURNAMENT ACTIVITIES AND PASSIVE RECREATION ACTIVITIES. SELECT, TRAIN, AND PROVIDE DAILY SUPERVISION FOR INMATE RECREATION ASSISTANTS. REQUISITION, CONTROL, AND MAINTAIN EQUIPMENT/SUPPLIES. CONDUCT TRAINING ON RULES, METHODS, AND TECHNIQUES FOR ACTIVITIES. CONDUCT PHYSICAL FITNESS AND HEALTH EDUCATION CLASSES; COORDINATES VOLUNTEERS AND COMMUNITY RESOURCES TO ASSIST. SUPERVISE HOBBYCRAFT PROGRAM. MAINTAIN RECREATIONAL FACILITIES/AREAS. SERVES AS COUNSEL SUBSTITUTE IN THE DISCIPLINARY HEARING PROCESS WHEN NEEDED.

COMMENTS:

MUST ATTEND SCDC BASIC TRAINING