

MIAMI-DADE COUNTY PUBLIC SCHOOLS

JOB DESCRIPTION

CLASS TITLE: Community School Activity Leader I

JOB CODE: 4006

DEPARTMENT: Schools PAY GRADE: 1(GO)

DATE: 08/08/24

BASIC OBJECTIVES

This position leads activities that require a minimum of professional training or experience.

JOB TASKS/RESPONSIBILITIES

1. Assists with the community school students and programs.
2. Performs clerical functions.
3. Assists with community school program security.
4. Performs related work as required or as assigned.

PHYSICAL REQUIREMENTS

This is sedentary work which requires the following physical activities: sitting, finger dexterity, grasping, talking, hearing and visual acuity.

MINIMUM QUALIFICATION REQUIREMENTS

1. Graduation from high school or an equivalent recognized certificate.

Prior revision date(s): 6/29/09