

LOS ANGELES UNIFIED SCHOOL DISTRICT  
PERSONNEL COMMISSION

CLASS DESCRIPTION  
Unit B  
Class Codes

OUTDOOR-EDUCATION ASSISTANT	4475
OUTDOOR-EDUCATION ASSISTANT (FEMALE)	4597
OUTDOOR-EDUCATION ASSISTANT (MALE)	4598

## DEFINITION

Assists in supervising students in recreational, dining, and other expanded learning activities at an outdoor-education center or related venue.

## TYPICAL DUTIES

Supervises students during outdoor-education activities, including recreational and educational learning experiences.

Supports Naturalist led trail lessons and field studies by providing student supervision, redirecting students to the learning task, and distributing and collecting and storing instructional materials.

Ensures students perform proper self-care including: brushing teeth, showering, changing clothes, washing for meals and eating properly, drinking enough fluids, putting on sunscreen, preparing for bed, and getting enough rest.

Assists students with expanded learning activities, including conservation and recreational projects.

Responds to student needs and concerns during overnight hours.

Monitors student behavior in cabins, rest rooms, and shower rooms to prevent rule violations or unsafe activities.

Supervises students in packing and unpacking personal belongings.

Assists in maintaining the outdoor-education center or related venue in a safe, clean and orderly condition.

Assists in preparing for the opening and closing of programs by setting up and removing tents, activities, supplies, and other related program equipment.

Assists students in loading and unloading personal belongings in vehicles transporting student to and from camp.

Provides basic first aid, and seeks medical care for students, when necessary

May assist in unloading and storing supplies and equipment.

Performs related duties as assigned.

## DISTINGUISHING CHARACTERISTICS AMONG RELATED CLASSES

An Outdoor-Education Assistant supervises students during activity periods, meals, and at night in the cabins. Employees in the classes designated as (Female) or (Male) are required to enter cabins, rest rooms, and shower rooms that are restricted to persons of the designated sex.

A Naturalist prepares and presents instructional materials to students regarding environmental and outdoor-education studies, STEM curriculum, conducts nature hikes, and leads recreational activities related to outdoor education.

## SUPERVISION

General supervision is received from the Outdoor-Education Center Manager, Outdoor-Education Center Assistant Manager, or Outdoor-Education Programs Coordinator. No supervision is exercised over District employees.

## CLASS QUALIFICATIONS

### Knowledge of:

- Safety rules to be observed by students
- Acceptable behavior standards required of students
- First-aid procedures

### Ability to:

- Enforce safety and disciplinary rules
- Establish and maintain harmonious relationships with students and adults
- Provide standards of health practices, table manners, and personal behavior
- Direct play, recreational, and program based activities for students

### Special Physical Requirements:

- Strength and dexterity to participate in strenuous physical activities
- Safely lift and carry objects weighing up to 30 pounds
- Manual dexterity to set up and dismantle center equipment

## ENTRANCE QUALIFICATIONS

### Education:

Graduation from high school or evidence of equivalent educational proficiency. Training in the fields of outdoor-education and physical or natural science is preferable.

### Experience:

Experience teaching, coaching, or leading camping, scouting, or other youth group activities is preferable.

### Special:

- A First-Aid Certificate issued by the American Heart Association or American Red Cross must be obtained within 60 days after appointment and must be kept valid during the term of employment.
- A CPR Certificate issued by the American Heart Association or American Red Cross must be obtained within 60 days after appointment and kept valid during the term of employment.
- Water Safety Instructor, and Lifeguarding Certificates issued by an accredited organization are preferable for some positions.
- A valid driver's license to legally operate a motor vehicle in the State of California and the use of a motor vehicle, or the ability to utilize an alternative method of transportation.

## SPECIAL NOTES

1. Duties may require a variable work schedule, including weekends and evenings.
2. Overnight sleeping facilities are provided at the outdoor-education center.

This class description is not a complete statement of essential functions, responsibilities or requirements. Entrance requirements are representative of the minimum level of knowledge, skill and/or abilities. To the extent permitted by relevant law, management retains the discretion to add or change typical duties of a position at any time as long as such addition or change is reasonably related to existing duties.

Revised  
09-05-24  
SD/MJM