

**Sun City PRIDES
Saturday Squad Leader
Position Description**

Position Purpose: To coordinate the activities of the Saturday Squad.

Appointed by: Board of Directors

Length of Service: Open

Position Duties/Responsibilities:

1. Assess the community to determine a work plan for each Saturday morning.
 - a. Determine work hours each Saturday.
 - b. Notify the Email Coordinator, who notifies PRIDES members of the weekend assignment.
 - c. Divide the workers if multiple areas need work on the same day.
 - d. Set out traffic cones when necessary to insure workers' safety.
2. Work with the Building & Equipment Manager regarding tools, equipment and vehicles.
 - a. Notify building manager of any vehicle concerns.
 - b. Notify building manager of any equipment concerns.
3. Provide backup for the Safety Officer.
4. Based on factors such as weather, determine if Saturday work should be cancelled.

Approved 12/03/2022