

REFERENCES: (must be completed)

Name	Relationship to You	Occupation	Phone #

Are you available to work the entire ten week summer program?

Yes _____ No _____

If no, please explain: _____

Are you flexible to work days and evenings?

Yes _____ No _____

If no, please explain: _____

Are you flexible to work weekends?

Yes _____ No _____

If no, please explain: _____

Are you planning a vacation during the Summer Park Program?

Yes _____ No _____

If yes, please explain and give anticipated dates:

Do you have experience working with children? If yes, please explain. _____

List the activities you can teach and/or lead: _____

In your opinion, what do you feel a summer recreation program should offer to the community?

What qualities do you possess that qualify you to be chosen as a summer recreation leader (be specific)?

By signing you are verifying all information is current and truthful. Furthermore, signing indicates you have read the job description and agree to abide by its stipulations completely.

Signature

Date

***PLEASE KEEP THIS FORM**

Recreation Leader

General Description:

Recreation Leader persons are under the direct supervision of the, Director and/or Assistant Director. Duties are to assist and participate in day-to-day operation of the assigned park or event by implementing daily schedules and events in a timely, safe and fun manner for all present. Other specific tasks include but are not limited to the following: work assigned Friday Night Summer Concert Series, attend meetings, supervising children, completing required reports in the absence of a supervisor, report staff discipline problems, and assist in any special programs or events.

Preferred Knowledge, Skills, & Abilities:

Potential Recreation Leader persons should have good communication skills, organizational skills, experience and a want to work with children, and an ability to relate with all types of people in different situations. *Must be a self-motivated person who can encourage children to come to the park and play, encourage them to participate in the activities going on daily and encourage them to play at the park as often as they can during our summer program.*

Requirements:

Potential Recreation Leader persons must have possession of a valid motor vehicle license issued by the State of Ohio and a clear background check. On the day of orientation all staff must pass a drug test and will be subject to random drug tests throughout the summer. We prefer the completion of a standard high school curriculum and at least one year of school completed at the undergraduate level. Staff must be present for the entire 10 week program, no vacations.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions of the job. While performing the duties of this job, the employee is frequently required to stand, walk, run, hear or talk; use hands and fingers; use tools and read instructions. Occasionally, the employee is required to lift or move up to 65lbs.

Work Environment:

Recreation Leader persons work in an outdoor environment. Conditions of this environment can range from cold, wet, hot, humid, dry, noisy and dirty. Occasionally some planned programs will move indoor to air-conditioned areas.

Pay schedule:

Recreation Leader \$9.00 an hour with \$.25 raise each year returning

Extra Days Required to Work 2016

Tuesday, July 4th: Independence Day Fireworks/Parade

All staff works 2:00 pm - 11:00 pm**

Fridays from June 23th – July 28th

Each staff member will work 1 of the Friday concerts from 7:00 pm – 9:00 pm**

**times are subject to change