

PERKINS TOWNSHIP

JOB DESCRIPTION: Seasonal Park Program Counselor, Recreation Department

SALARY RANGE: \$12.00 - \$13.00 per hour

GENERAL PURPOSE:

Under general supervision of the Recreation Manager, this seasonal position is responsible for assisting with a variety of tasks in a summer play program setting including recreation activities, arts and crafts, sports, games, and hobbies.

ESSENTIAL DUTIES:

- Lead and assist in planning and implementation of activities such as arts, crafts, sports, games, and hobbies
- Enforce rules and regulations and ensure safety guidelines are followed at all times
- Demonstrate use of recreational equipment and teach participants the principles, techniques, and safety procedures for each activity
- Supervise participants in activity areas
- Perform first aid following prescribed procedures and contact emergency medical personnel when required by the situation
- Maintain a professional attitude, rapport, and appearance
- Perform other related duties as required

REQUIRED SKILLS AND ABILITIES:

- Enthusiastic and positive attitude
- Excellent communication skills
- Ability to learn and enforce safety and operating rules
- Must attend staff meetings and orientation during the summer season

EXPERIENCE:

Experience working with children is preferred.

PHYSICAL DEMANDS:

Environment:

Work is performed primarily outdoors, sometimes in warm weather conditions. Work may occasionally be done inside.

Physical:

- Ability to participate in games, sports, and physical activities including water-based games and activities
- Ability to maintain attention and high level of energy or excitement for extended periods of time

PROGRAM OVERVIEW

The Summer Play Days Program will begin June 28, 2022 and end August 11, 2022. The program will take place on Tuesdays and Thursdays from 9:00am-11:30am at various parks throughout Perkins Township. Employees will be required to attend a four-hour training on June 14th from 10:00am – 2:00pm. Hours of work will typically be from 8:00am – 12:30pm but may vary.

SELECTION GUIDELINES

- Must be at least 16 years of age
- Completed formal application
- In-person interview
- Reference and background checks
- Pass pre-employment drug and nicotine tests

This job description does not constitute an employment agreement between the employer and employee and is subject to change as the needs of the employer and requirements of the job change.

The duties listed above are intended only as an illustration of the various types of work that may be performed. The omission of specific statements of duties or responsibilities does not exclude them from the position.

*Perkins Township is a **Drug Free and Nicotine Free** Workplace.*

Reasonable accommodations, as prescribed by the Americans with Disabilities Act, may be made to enable individuals with disabilities to safely perform the essential job functions and will be determined on a case-by-case basis.

Applications are located on our website:

www.perkinstownship.com

Interested applicants must fill out an application and return to:

**Perkins Township
ATTN: Ashley Ohlemacher
2610 Columbus Ave.
Sandusky, OH 44870**

OR - Email: ashleyo@perkinstownship.com

**Initial review of applications will be April 30th.
Applications will be accepted until the position(s) is filled.**