

## **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 11, 2024 and end August 1, 2024. The program will take place on Tuesdays, Wednesdays, & Thursdays from 9:00am-11:00am at various parks throughout Perkins Township. Hours of work will typically be from 8:00am – 12:00pm 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.*

**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](mailto:ashleyo@perkinstownship.com)**

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