



Position Title: SummerScape Director,
Department: Recreation
Reports to: Recreation Director
Salary: \$18.75 per hour
Other Requirements: Must work the full 7-8 weeks of the Summer

Overview of Job:

Under the Direction and supervision of the Recreation Director, the SummerScape Director is responsible for the administration, implementation and supervision of a comprehensive summer playground program at the assigned location. The director must have the ability to work harmoniously with the staff, participants and the public while enforcing program regulations.

Reports to: Recreation Director

Supervises: SummerScape Assistant Director, counselors and counselors in training

Qualifications:

- Must be First Aid and CPR certified. (NRP&R will supply training)
- Knowledge of the philosophy and objection of the Recreation Dept.
- Knowledge of the methods involved in planning, organizing and conducting the summer playground activities and in motivating participants.
- Ability to work with participants, staff, location staff, parents and volunteers.
- Must have a bachelor's degree or 3 years' experience in a related field.

Responsibilities:

- Assumes direct responsibility for the maintenance and overall safety of the SummerScape program.
- Acts as a counselor when necessary.
- Participation and supervision of all daily activities.
- Maintains, analyzes and submits to the Recreation Director all pertinent records with respect to daily facility usage, accidents, incidents and first aid.
- Meets with staff daily prior to program opening to review the plan for the day. Meets with staff and Recreation Director weekly to review week and plan for upcoming week.
- Meets with Recreation Director prior to season to work on program planning, staffing and scheduling.
- Evaluates subordinates on an ongoing basis.
- Submits evaluations mid-season and end of season of all staff to Recreation Director.

If you are interested in this position, please submit your resume/application online to:

Jobs2@northreadingma.gov
Subject line: SummerScape 2022

Equal Opportunity Employer

Posted

Applications can be found at- <http://www.northreadingma.gov/human-resources/pages/job-opportunities>

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