

SEASONAL POSITION ANNOUNCEMENT SUMMER CAMP COORDINATOR

The National Trail Parks and Recreation District is now accepting applications for SEASONAL position openings for **SUMMER CAMP COORDINATOR** during the summer of 2010.

LAST DATE FOR FILING APPLICATIONS:

Apply by April 23, 2010
for first consideration.
Applications will be accepted
through August, 2010.

PLACE FOR FILING APPLICATIONS:

NTPRD Administrative Office
1301 Mitchell Blvd.
Springfield, Ohio 45503

Before 4:30 PM Monday - Friday

POSITION DURATION:

May - August, 2010, mostly
Monday - Friday, 9 AM - 5 PM
Work schedule may include some
weekends and evenings.

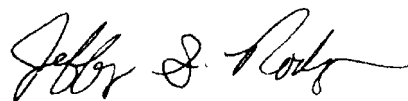
HOURLY PAY:

\$ 7.30 - \$ 9.27

Under the general supervision of the Recreation Supervisor, this position is responsible for supervising, coordinating, and organizing weekly and day camps for youth. The Camp Coordinator will handle registrations, supervise and assist with facility preparations, and prepare news releases. The Camp Coordinator will coordinate scheduling of, and assigning responsibilities to instructors, as well as serving as Head Counselor for the Camp Kid Stuff and Camp Tumble Tots. The Camp Coordinator will also be responsible for program evaluation, providing recommendations to enhance program activities, and reporting activities.

This position requires some experience in the leadership and organization of youth recreation events, preferably supplemented by college-level training in recreation, management, or related field. Requires the ability to establish and maintain relationships with playground participants, neighborhood families and agencies. Possession of an energetic personality and a willingness to take initiative with programs are strong assets in this position. This position requires a valid Ohio driver's license, use of own transportation for work purposes, and computer literacy and first aid training are highly desirable.

EQUAL OPPORTUNITY/DISABLED EMPLOYER



Jeffrey G. Rodgers
Personnel Director