



Position Opening Recreation Technician

If you are outgoing, well organized and like working with the community, you will enjoy this position.

We are looking for someone who has considerable knowledge of recreation work, including all aspects of multiple sports. This person should have the ability to instruct and supervise people in group activities, events and programs. Additional responsibilities include assisting with planning, supervision, marketing and evaluation of recreation activities at the office, parks, schools and ball fields. This position will serve as back-up to various office functions including phone coverage, cash handling, Facebook posts, website and programming software reviews, and registering of customers for programs, events and reservations.

Requirements include: supervision of officials, scorekeepers, coaches, and volunteers; experience in dealing with the public during sports programs and special events; familiarity with computer software (including Microsoft Word, Excel, and Outlook) and social media; and basic knowledge of clerical/office functions.

This is a permanent part time position that will require 20 hours of office work and up to 20 hours in the field per week depending on the season.

This position requires weekend and evening work.

Open until filled

Rate of Pay

\$13.26 per hour

Application may be picked up at the District office or printed off the website, www.ccrec.org