



JOIN OUR TEAM!

FULL-TIME RECREATION LEADER

WHO WE ARE:

Our *Experience Team* is here to provide accessible, affordable, and quality leisure programs, activities, services, and facilities to our community regardless of any perceived barriers, and to actively inform and educate residents about our role.

Simply put, we create memorable experiences and enhance quality of life.



OUR CORE SERVICES



YOUTH PROGRAMS



SPECIAL EVENTS



SENIOR CENTER



PARKS & AMENITIES



COMMUNITY WELLNESS



WHY HILTON-PARMA PARKS AND RECREATION?

Do you want to join an award-winning, nationally-recognized, and FUN Parks and Recreation Department all while making a difference in the community?

Recruitment is underway for our next Recreation Leader! As a member of the department's leadership team, the Recreation Leader assists with identifying community recreational needs and implementing recreational programs for all ages. The position is responsible for planning, organizing, and conducting leisure time activities for one or more specific segments of the community with a **focus on Summer Camp and Before & After School programming.**

The winning candidate for this role will be a highly functional, organized, people-person who thrives in fast-paced environments. The Town offers competitive wages, a State Pension Plan, generous time off, medical/dental/life insurance packages, paid professional development and educational opportunities, and a flexible work schedule. Oh, and there is always food around!



JOB RESPONSIBILITIES

All those listed may not be performed. Other related activities may be assigned.

- **Plan and coordinate the Department's Summer Camp and Before/After School programs;**
- **Interview, supervise, train, and evaluate program support staff;**
- **Supervise recreation programs, events, or facilities;**
- **Plan, coordinate, and/or instruct a variety of seasonal and daily recreation programs, activities, and events;**
- **Distribute, control, request, and acquire supplies and equipment;**
- **Maintain simple records of recreation program activities;**
- **Prepare oral and written reports;**
- **Inspect facilities and equipment as a safety measure;**
- **Administer emergency first aid as required;**
- **Assist with and at special events;**
- **Attend various professional development and educational opportunities.**

ABOUT THE POSITION



\$43,446-\$50,758
ANNUAL PAY
RANGE



37.5 HOURS
PER WEEK



FLEXIBLE
SCHEDULE



START:
SUMMER 2024



DEADLINE TO
APPLY:
7/12/2024

FIND THE FULL
APPLICATION
PACKAGE AT



HOW TO APPLY TODAY

Email or mail a completed [Monroe County Employment Application](#) with a cover letter and resume timestamped or postmarked by Friday, July 12th to:

Email: tvenniro@parmany.org or;
Mail: Hilton-Parma Parks and Recreation,
Attn: Tom Venniro
59 Henry St., Suite 106
Hilton, NY 14468

MORE INFORMATION

585-392-9030

www.hprecreation.org

tvenniro@parmany.org

59 Henry St.
Hilton, NY 14468



The Town of Parma is an Equal Opportunity Employer