



Employment Opportunity

Recreation Leader – Youth Instructional Programs

After School and Summer Camp

Under the general supervision of the Recreation Coordinator, this individual will plan, organize, promote, manage, and lead our After School and Summer Camp youth instructional programs. Areas of knowledge and responsibility would include leading arts and crafts, athletic activities, group games, homework assistance, staff scheduling, and maintaining daily reports as needed.

Key Responsibilities:

- Resolves problems with parents, children and staff
- Maintains equipment and first aid supplies
- Directly supervise Recreation Assistants
- Assist with student homework
- Assists in any other related work as requested

Essential Knowledge, Experience, and Abilities:

Experience in recreational activities or any equivalent combination of experience and training which provides the following knowledge, abilities and skills:

- Knowledge of the methods and techniques used in playground and recreation work
- Knowledge of several athletic activities, crafts, and youth-oriented activities (both inside and outside)
- Knowledge of first aid procedures and necessary safety precautions
- Maintain cooperative working relationships with participants, the general public, and other staff members
- Work is generally performed in an indoor setting with occasional outdoor activities and requires a considerable amount of physical activity including walking, standing, kneeling, bending, crouching, and reaching. *Reasonable accommodations may be made for individuals with disabilities to perform the essential physical functions and requirements of this position.*

Minimum Qualifications:

Must be at least 19 years of age. Any combination of training and experience equivalent to graduation from high school plus two years of experience in youth programming, supervision, management, or a closely related field.

Special Requirements:

- Current CPR, AED, and First Aid certifications or ability to obtain within six months of employment
- Employment is contingent upon successful completion of criminal background and driving record check

Compensation and Benefits:

This is a non-exempt, part-time position. The hourly range is \$16.21 - \$19.72.

Normal Hours of Programming:

During the school year, Monday through Friday, from 3:00pm-6:00pm. Summer Camp hours are 7am-6pm. Hours scheduled and total hours vary per week with flexibility.

Application Procedure:

A completed City of Wahoo employment application should be returned to: Wahoo Parks and Recreation Department, Attn: Bob Schmidt, 310 N. Linden St., Wahoo, NE 68066. Applications are available at the Wahoo Civic Center, by emailing schmidt@wahoo.ne.us, or online at www.wahooparksandrec.com. Inquiries may be directed to Bob at (402) 443-4174. Applications will be accepted until the position is filled.