

CITY OF POTTSVILLE
Job Description

Summer Recreation Program Worker

ORGANIZATIONAL RELATIONSHIP:

The Summer Recreational Program Worker reports directly to the Summer Recreation Coordinator.

REPRESENTATIVE JOB DUTIES:

- Will facilitate the effective operation of recreational and educational programming targeted to school age children within the City of Pottsville.
- Will facilitate the distribution of food as per the regulations of the Summer Lunch Program.
- Will participate in training as appropriate.
- Will complete program reports and associated documentation in an accurate and timely manner.
- Will respond to participant and parent concerns in a patient, professional manner.

REQUIREMENTS:

- Must be at least 16 years old
- Must possess good communication skills
- Must be reliable and responsible

DRESS CODE:

Workers are required to dress in an appropriate manner. Your appearance reflects on the City Recreation Program as a whole. Therefore, proper working attire should consist of jeans or shorts, tee shirt or sweatshirt, and sneakers.

WORKING HOURS:

- 9:30 AM to 12:30 PM

SALARY:

- \$7.25 per hour