

EMPLOYMENT OPPORTUNITY

POSITION: Youth Recreation Coordinator
SALARY: \$17.50 - \$19.50/hour
POSTED: April 12, 2019
AVAILABLE: Immediately
JOB TYPE: Full-time (40 hours)
DEPARTMENT: Community Services

The Town of Cape Elizabeth is seeking an energetic individual to be its next Youth Recreation Coordinator.

Are you a dynamic and creative person passionate about making a difference? We are looking for you! Cape Elizabeth Community Services is seeking a full-time Youth Recreation Coordinator to join its dedicated and diverse team.

Position Overview

The Youth Recreation Coordinator is responsible for supervising, developing, implementing, expanding and evaluating programs that are interesting and developmentally appropriate in a broad range of areas including the arts, education, technology, sports, life skills, and leadership.

The Youth Recreation Coordinator works closely with instructors, coaches, parents, school personnel and participants to ensure programs are well supervised and equipped to ensure a safe and enjoyable experience. The work hours include various weekends depending on program activities and events. The Town offers a wide variety of benefits to its employees including a competitive benefits package and salary.

Position Requirements

- Bachelor's Degree Preferred in Recreation and/or Leisure Service Management or related field
- Previous experience providing classes/programs/activities for youth
- Knowledge of youth development principles
- Strong interpersonal and communication skills required
- Ability to work with youth and families from a variety of backgrounds
- Ability to work independently and as part of a team
- Strong supervisory skills and decision-making abilities, proficient in conflict resolution
- Valid driver's license

Application Process

Please submit completed application, resume, and three professional references.

Contact

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