



JOB ANNOUNCEMENT

City of Treasure Island, Florida

SUMMER CAMP COACH – 8 WEEKS

June 14-August 6, 2021

DEPARTMENT:	Parks and Recreation	JOB TYPE:	Seasonal – Full Time
SALARY:	\$10.00 per hour	PAY GRADE:	1
NOW ACCEPTING APPLICATIONS		CLOSING DATE:	Open Until Filled

GENERAL DESCRIPTION

Responsible for the supervision of Summer Program participants to include recreation work in monitoring activities, providing instructions and conducting recreation programs at a playground, tennis court, athletic field, recreation center and other recreation facilities. Employees in this position may work a full-time varied schedule. **NOTE: Employees selected for this position will be required to take and pass a Level II FBI background check as well as a pre-employment drug test; and must complete an Affidavit of Good Moral Character.**

ESSENTIAL JOB FUNCTIONS

- Assists in planning and organizing daily activities and field trips.
- Provides information and answers questions regarding programs and services.
- Instructs, supervises and leads adults and children in games, crafts, sports, field trips and other recreation activities.
- Prepares equipment and immediate area for recreation activities. Issues and collects equipment.
- Maintains discipline in small to large groups of people of all ages. Enforces Recreation Department rules, policies and regulations.
- Maintain safety of participants. Attends to injuries and accidents. Reports accidents as required by policy.
- Initiate games and activities of interests for the participants.
- Initiate enthusiastic and creative ideas and special events.
- Perform related work as required.

MINIMUM QUALIFICATIONS

- Must be eighteen years of age or older.
- Previous experience working with children preferred.

- Possession of a High School diploma or an acceptable equivalency diploma.
- An equivalent combination of education, training, and experience.

KNOWLEDGE, SKILLS AND ABILITIES

- Ability to deal with children and adults courteously and enthusiastically.
- Knowledge of recreational activities including games, arts and crafts and sports.
- Knowledge of methods, techniques and rules involved in selected competitive athletic games.
- Knowledge of first aid methods and techniques.
- Some knowledge of developmental needs of elementary and middle school aged children preferred.
- Ability to lead groups of children in assigned recreational activities.
- Ability to resolve disputes and discipline with firmness and impartiality.
- Ability to establish and maintain effective working relationships with employees, groups of children or adults, and the general public.
- Ability to work flexible hours and weekends.
- Some skill in a variety of recreation activities.

ESSENTIAL PHYSICAL SKILLS

- Acceptable eyesight (with or without corrections)
- Acceptable hearing (with or without aid)
- Ability to communicate both orally and in writing.
- Ability to access, input and retrieve information from a computer.
- Ability to lift up to 20 pounds.

ENVIRONMENTAL CONDITIONS

Work is performed both indoors and outdoors with moderate noise levels and employees may be exposed to outside weather elements.

Reasonable accommodation will be made for otherwise qualified individuals with a disability.