

JOB OPENING

Recreation Department

Position: **Summer Fun Site Director**

(Part-Time)

Posted: February 20, 2017

Deadline: March 27, 2017



The Town of Pittsford has an opening for the position listed above.

Primary responsibilities of the position include managing and delegating responsibility to staff members and supervising approximately 100 -175 children ages 5-13 years. Other major responsibilities include effectively communicating with parents, creating a team environment with staff, and providing a safe and enjoyable summer program for participants. Interested candidates must possess outstanding organizational skills, leadership qualities, exceptional communication abilities and knowledge of programming appropriate for a diverse age group.

The position is a seasonal from June 26 - August 18, with hours from 8:00AM-4:00PM, Monday through Friday.

The Site Director must have 2-3 years' experience in supervising a youth related program. A background in education or a youth related field is strongly encouraged.

Starting rate for this position is \$13.15 per hour commensurate with experience.

Responding to the Town of Pittsford residents for information and concerns is an important aspect of this job. The candidate must have the ability to communicate effectively with the general public and act as a representative for the Town of Pittsford.

Background checks are required for all employment in the Town of Pittsford. All offers will be subject to successful completion of an acceptable background check.

Interested candidates should send an application, cover letter & resume by mail, email or fax to:

Town of Pittsford
11 South Main Street
Pittsford, NY 14534
Attn: Personnel Department

Email to: cfleming@townofpittsford.org

Fax to: (585) 248-6247

For an employment application, click [HERE](#)