

**City of Brooklyn Employment Opening Notice  
Recreation Program Coordinator (Part-Time)**

The City of Brooklyn invites qualified applicants to apply for the position of Part-Time Recreation Program Coordinator. There is currently one (1) opening. Interested applicants can obtain employment applications on the City of Brooklyn's website. A properly completed application is required. Applicants may also submit a resume and a list of three (3) references.

**General Duties:** Under direction, plans and conduct a well-rounded program in youth and adult development by implementing programs that develop fitness, positive use of leisure time, skills for stress management, and an appreciation for the environment and social skills. This person will be responsible for overseeing the delivery of a varied and diverse range of programs for the positive growth of youth. The position will also include administrative duties including statistical recordkeeping, etc.

**QUALIFICATIONS:**

Associates degree in Parks and Recreation Administration, Physical Education, or a related field preferred, and one (1) to three (3) years of progressively responsible experience in a related field preferred; or any combination of training, education, or experience which provides the desired knowledge, skills, and abilities to perform the essential functions of the position.

*Salary will be determined based upon City ordinances and experience. Wage range is \$8.30 to \$15.87. The position will work approximately 20-29 hours on average per week.*

Application packages must be submitted to the address below no later than November 30, 2018 to be considered. The City is an Equal Opportunity Employer.

Applications should be submitted to:

Maria McGinty, Recreation Manager  
City of Brooklyn  
7619 Memphis Avenue  
Brooklyn, Ohio 44144  
Email: [mmcginty@brooklynohio.gov](mailto:mmcginty@brooklynohio.gov)