

OPEN GYM PROGRAM SUPERVISOR

(Parks & Recreation)

CLOSING DATE: Open until the needs of the City are met.

HOURLY STARTING SALARY \$8.25

This position is a temporary, part-time position, averaging 10-15 hours or less per week year-round.

MINIMUM QUALIFICATIONS

Requires experience in coordinating and supervising basketball and volleyball activities in a drop-in style program format. Knowledge of game rules, crowd control, and customer service is essential. Availability to work weeknights and weekends. Should possess current First Aide/ CPR skills and card.

ADDITIONAL REQUIREMENTS

This position requires possession of, or the ability to obtain an appropriate Arizona driver's license. Successful completion of probationary period is contingent upon passing a FBI background investigation.

REPRESENTATIVE ESSENTIAL FUNCTIONS

- To professionally supervise and coordinate a drop-in open gym basketball and volleyball program for a multi-use recreation center targeting youth, adults and families.
- Audit participation payment, maintain program scores electronically and provide necessary facility maintenance to insure clean and safe amenities for participants.
- Communicate and administer facility policies to on-site situations while maintaining strong customer service and crowd control. Communicate information to participants and administer first aid as required. Report and communicate daily participant, program and facility issues to the Assistant Recreation Coordinator.

SELECTION CRITERIA

Applicants will be reviewed and only the most qualified applicants will be interviewed. Criteria will be based on knowledge, skills, abilities, availability, and experience of successful candidate. **Falsifying information or lying during any stage of the selection/hiring process will make you ineligible for new or continued City employment.**

For applications and contact information: **Kiwanis Recreation Center**
Attn: Jerry Judkins
6111 S. All-America Way
Tempe, AZ 85283
(480) 350-5701