

# JOB POSTING

## Parks & Recreation Department



TOWN OF  
**Ogden**  
COUNTY OF MONROE  
STATE OF NEW YORK

**Title:** Recreation Leader

**Starting Salary:** \$14.30

**Posted:** 2/4/2019

**Deadline:** until filled

The Town of Ogden seeks a qualified candidate for Recreation Leader. This is a full-time position (35 hours/week), Monday-Saturday with flexible hours required as per scheduled recreation programs (nights, weekends, holidays)

The successful candidate must have completed the Recreation Leader Civil Service exam (OC-61782), be eligible to take the next exam, or currently hold the title and be eligible for transfer.

### **Description of Duties:**

The Recreation Leader, under the direction of the Recreation Supervisor, is a responsible recreation position in which the incumbent plans, organizes, and conducts athletic and/or leisure time activities for one or more specific segments of a total recreation program. The employee assists in program development and implementation; however the focus of the Recreation leader position is in program instruction. The employee may supervise Recreation Assistants or Recreation Attendants.

### **Desired Knowledge, Skills and Abilities:**

Good knowledge of recreation theory principles and practices; good knowledge of a variety of recreation activities such as arts and crafts, nature activities, low organized games, knowledge of the rules, regulations, and techniques of athletics activities; working knowledge of community organizations, working knowledge of proper care and storage of recreation equipment; ability to organize, conduct, and instruct a variety of recreation and athletic activities; ability to work well with children, senior citizens, and other participants in a recreation program; ability to plan, organize, and direct the work of others; ability to prepare basic reports; ability to communicate effectively; ability to stimulate and guide the interests of staff and participants; initiative resourcefulness; physical condition commensurate with the demands of the position.

### **Minimum Qualifications:**

Graduation from high school or possession of an equivalency diploma, plus EITHER

- (A) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Recreation or a closely related field; OR
- (B) Graduation from a regionally accredited or New York State registered college or university with an Associate's degree, plus one (1) year of paid full-time or its part-time equivalent experience in recreation or related activities; OR
- (C) Two (2) years of paid full-time or its part-time equivalent experience in recreation or related activities; OR
- (D) Any equivalent combination of training and experience as defined by the limits of the above qualifications

Applications are available from the Receptionist at Ogden Community Center, 269 Ogden Center Rd., Spencerport or online at [www.ogdenny.com](http://www.ogdenny.com).

Interested candidates should send an application by mail or email to:

Town of Ogden  
269 Ogden Center Rd  
Spencerport, NY 14559  
Attn. Parks & Recreation

Email to: [ParksRecDirector@ogdenny.com](mailto:ParksRecDirector@ogdenny.com)  
For an Employment Application, Click [HERE](#)