

NOTICE OF JOB OPENING

Posting Begins	December 16, 2021	Posting Ends	February 2, 2022

Position Title	RECREATION SPECIALIST
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Department	Parks and Recreation	Division	
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	New Position	X	Full-time	40	Hrs./Week
X	Replacement		Part-time A		Hrs./Week
	Seasonal Temporary		Part-time B		Hrs./Week

Location of Position	Multiple Locations
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BRIEF JOB DESCRIPTION: Incumbent is responsible for planning and coordinating youth and adult recreation programs. Duties include: planning, organizing and promoting recreational activities; organizing leagues; recruiting and scheduling coaches, officials scorekeepers; monitoring activities at recreation center, play areas and sports facilities; overseeing maintenance of facilities and equipment; maintaining effective working relationships with staff and public; and, preparing time sets and payroll for instructors, officials and scorekeepers.

MINIMUM QUALIFICATIONS: High School Diploma/GED and one-year related recreation work experience; or any equivalent or experience sufficient to successfully perform the essential duties of the job such as those listed.

**SUCCESSFUL APPLICANT IS REQUIRED TO TAKE
PRE-EMPLOYMENT PHYSICAL AND DRUG SCREEN.**

Salary Range	\$14.62-\$18.62/hr.	PI #	2759	Class. Code	3102
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Ext 1/20/2022

It is the policy of the Unified Government not to discriminate against any employee or applicant for employment because of race, color, national origin or ancestry, religion or creed, sex, age or disability. All applicants for this position who do not presently hold a safety sensitive position with the Unified Government will be required to submit to a drug test after successful bid and before actual appointment.

MUST BE A RESIDENT OF WYANDOTTE COUNTY OR WILLING TO RELOCATE.

PUBLIC LAW REQUIRES ALL NEW APPOINTEES TO SUBIT PROOF OF IDENTITY AND EMPLOYMENT ELIGIBILITY
The Unified Government of Wyandotte County / Kansas City, Kansas is an Equal Opportunity Employer and values diversity in its workforce.

EOE