

## **Attention Staff/Potential Staff:**

**The Parks and Recreation Department is always looking for year round supervisors, scorekeepers and camp/program instructors. Please let us know if you are also interested in Fall and Winter activities as well as Spring and Summer. To apply for any of the positions below, please complete a Parks & Recreation employment application found online at [www.ci.marshalltown.ia.us](http://www.ci.marshalltown.ia.us) or located at City Hall, 24 N Center Street, Marshalltown. Completed applications should be emailed to [hr@ci.marshalltown.ia.us](mailto:hr@ci.marshalltown.ia.us) or taken to City Hall, Attn: Human Resources.**

### **Live Wires and Sparks Directors**

Recreational leaders for kids ages 3-7. Programs run 4 mornings per week and 2 afternoons on Monday-Thursday s for 8 weeks. Approximately 22 hours per week. Pay range \$7.25 to \$7.75 per hour

### **Golf Instructors**

Instructs children's classes under the direction of the Golf Director. Classes meet Tuesday and Thursday mornings: 8 weeks from June – July, plus tournaments in August. Pay range \$7.25 to \$7.75 per hour

### **Golf Director**

Supervise, lead skill development and direct play of golf and instructors. Classes meet Tuesday and Thursday mornings: 8 weeks from June – July, plus tournaments in August. Pay range \$8.00 to \$10.00 per hour

### **Blastball Instructors**

Supervise, lead skill development and direct play of the program for 4 & 5 year old boys and girls. This program is a type of T-Ball that emphasizes on skill building and fun. Blastball runs Monday – Thursday evening in June from 5:30-7:30p.m. Pay range \$7.25 to \$7.75 per hour

### **Tiny Tot Sports Camp Directors**

Supervise, lead skill development and direct play of the program for 4 - 6 year old boys and girls. These programs emphasize skill development and fun. These camps run in two week sessions in June and July. Session sports as follows: Volleyball & Soccer. Pay range \$7.25 to \$7.75 per hour

### **Tiny Tot Craft Camp Directors**

Supervise, lead development of craft skills for 4 - 6 year old boys and girls. These programs emphasize creativity and fun. These camps run in two week sessions in July. Session activities are as follows: Paint, Paint, Paint & Incredible Edible. Pay range \$7.25 to \$7.75 per hour

### **Art Class Assistant**

Art classes for elementary age students. Classes are from 8:00a.m. – Noon. Various dates in June and/or July. Pay range \$7.25 to \$7.75 per hour

### **Summer Blast Head Director**

Responsible for planning and organizing the summer camp schedule with games, crafts, field trips and lots of fun. Will need to work approximately 1 week of planning before camp starts. Approximately 40 hours per week. Pay range \$8.00 to \$10.00 per hour

### **Summer Blast Directors**

Lead a variety of activities under the direction of the Head Director. This day camp is for elementary age students. The camp runs 8:00a.m. – 5:00p.m., Monday – Friday for 10 weeks from June to August. Most positions are morning or afternoons for about 5 hours a day. Pay range \$7.25 to \$7.75 per hour

**Part-Time Office Assistant**

Assists with administrative office function: registrations, rentals, and other clerical and purchasing duties as required. May also assist recreation supervisors with programs. Approximately 20 hours a week for 8 weeks. Pay range \$7.25 to \$7.75 per hour

**Aquatic Center Concession Staff**

Must be 14 years of age or older. Food service experience helpful but will train. Up to 30 hours per week. Pay range \$7.25 to \$7.75 per hour

**Aquatic Center Concession Supervisor**

Must be 18 years of age or older. Responsible for day-to-day operations of concession stand as well as supervising staff. Food service and supervisory experience is helpful. 30+ hours a week. Pay range \$7.50 to \$9.00 per hour

**Aquatic Center Admission Staff**

Must be 18 years of age or older. Responsible for daily admissions and running the swim pass software. Pay range \$7.25 to \$7.75 per hour

**ASA Umpires**

Contact Marshalltown Parks and Recreation Department for further information.

**Adult Softball Scorekeepers**

Must be at least 16 years of age or older. Responsible for keeping score for softball games as well as collaborating with the diamond umpire(s) for diamond supervision. Requires working nights and occasional weekend tournaments, hours will vary. Pay range \$7.25 to \$7.75 per hour