

IMMEDIATE OPENING

TOWN OF NEWMARKET, NH

Recreation Program Coordinator / Supervisor

The Town of Newmarket, NH (9,500 pop.), Recreation Department is looking for highly motivated, energetic Program Coordinator / Supervisor who is passionate about working with kids and invested in guiding, teaching, supervising, and mentoring children.

The Program Coordinator / Supervisor will mainly be responsible for the administration and coordination of Newmarket Recreation's NEW after-school club program. This position will use appropriate teaching methodologies to develop, oversee, and implement a quality enrichment club program which is fun, creative and recreational in an age appropriate learning environment for youth. They will be responsible for ensuring the safety of all children in the program, interacting with children (and parents), working independently as well as with the Rec team in many of the initial planning phases as this will be a new program for the Recreation Department. In addition this position will be assigned other various Recreation Department duties as time permits each week in effort to provide opportunities for career growth and to become part of the Recreation Team.

Rate of hourly pay is based on qualifications and experience. Pay range is set at anywhere between \$16.00 - \$20.00/hour. This year round part-time position with up to 30 hours per week. This position will qualify for earned vacation, holidays, and sick days.

Applicants may drop off and/or email application to the Newmarket Recreation Department, @ 1 Terrace Drive, Newmarket NH 03857. Email to: reception@newmarkethnh.gov

All resumes are held in confidence and will be accepted until position is filled. To view complete job description, please visit www.newmarketrec.org - Employment Opportunities. The Town of Newmarket, NH is an Equal Opportunity Employer