



Cameron Park Community Services District Recreation Coordinator

Full Time with Benefits – \$19.69-26.48 per hour

Health, vision & dental insurance; CalPERS retirement; sick & vacation leave

Great Opportunity for a Positive Outgoing Individual!

This position is a great opportunity for a positive, innovative individual seeking hands-on experience planning and implementing a variety of recreation programs and community outreach initiatives in a small community environment. Cameron Park CSD provides flexible work schedules and a team approach in all aspects of our operations.

About Cameron Park Community Services District

The Cameron Park Community Services District has a vibrant, active, and well-kept Community Center campus with an assembly hall, classrooms, gymnasium, and pool. In addition, the District has three community parks and four neighborhood parks with sports fields, playgrounds, pickle ball and tennis courts, walking paths, and picnic areas.

Job Duties

The Recreation Coordinator is responsible for assisting with special events, summer day camp, and enrichment classes, as well as primary oversight of aquatics and sports. The position reports directly to the Finance/ Human Resources Officer and will assist in supervising 5-7 year-round part-time employees, and up to 30 seasonal employees. The Department budget is approximately \$450,000 annually, based mostly on fees, grants, and sponsorships.

Qualifications and Education Requirements

- An Associate's Degree in Recreation, Leisure Studies, or related field; and
- Two years of full time increasingly responsible experience in the field of recreation.

Preferred Skills and/or Certifications

- Must possess and maintain a valid California's driver's license;
- Current First Aid and Adult/Child CPR certifications (or the ability to obtain)
- American Red Cross Lifeguarding/Title 22 and/or American Red Cross Lifeguard Instructor certification

Emailed completed application and resume to Christina Greek, Finance/Human Resources Manager, cgreek@cameronpark.org. Please include 3 professional references.

Initial Deadline to apply is March 22nd 2024 – or until the position is filled. The first review of applications and interviews will take place starting the week of March 25th 2024 .

Cameron Park Community Services District is an Equal Opportunity Employer.