



Greensboro Parks and Recreation Summer Jobs 2007

BUR-MIL PARK Only

Closing Date 6/30/07

NOTE: Does NOT include all other Parks & Recreation Department Positions for the summer – see other listing

<i>Job Title</i>	<i>Description</i>	<i>Required Qualifications</i>	<i>Pay Rate</i>	<i>Employment Dates</i>
Day Camp Director (Bur-Mil)	Plan, implement, & evaluate camp activities for boys & girls ages 5-12 including games, arts & crafts, special events, field trips, nature appreciation & outdoor sports; plan parent orientation; provide supervision (schedule, oversee performance, train & related supervisory duties) for three or more camp counselors and counselors in training.	<ul style="list-style-type: none"> • HS Diploma/ GED • Valid Driver's License • Obtain First Aid & CPR by June 8 • Must work ENTIRE program 	\$10.34/hr. minimum	May 15 - Aug. 24, 2007
Day Camp Counselor (Bur-Mil)	Plan, organize & implement daily schedule of activities including crafts, sports, wellness, structured games, nature appreciation, music drama, special events, swimming and field trips for children 5 – 12 yrs. old.	<ul style="list-style-type: none"> • HS Diploma/ GED • Valid Driver's License • Obtain First Aid & CPR by June 8 • Must work ENTIRE Program 	\$9.16/hr. minimum	June 1 - Aug. 24, 2007
Pool Manager (Bur-Mil)	Perform varied administrative, supervisory & professional duties: supervise the lifeguard staff (schedule, oversee performance, train & related supervisory duties); prevent accidents in & around swimming pool area; respond to emergencies; enforce rules, regulations & policies; provide customer service to patrons; coordinate programs; correct chemicals; clean the pool	<ul style="list-style-type: none"> • HS Diploma/ GED • Valid Driver's License • Must work ENTIRE program <p><u>Must have ALL Certifications:</u></p> <ul style="list-style-type: none"> • American Red Cross Lifeguard Training and First Aid • CPR for the Professional Rescuer • CPO (Certified Pool Operator) • Water Safety Instructor 	\$12.12/hr. minimum	May 15 – Sept. 3, 2007

Job Title	Description	Required Qualifications	Pay Rate	Employment Dates
Head Lifeguard (Bur-Mil)	Enforce pool rules & regulations; rescue & resuscitate distressed swimmers; prevent accidents in & around pool; administer first aid; maintain pool deck; keep pool & bath areas clean; vacuum pool, assist Pool Manager & in the absence of the Pool Manager, fill his/her role.	<ul style="list-style-type: none"> • HS Diploma/ GED • Valid Driver's License • Must work ENTIRE program <p><u>Must have ALL Certifications:</u></p> <ul style="list-style-type: none"> • American Red Cross Lifeguard Training and First Aid • CPR for the Professional Rescuer <p><u>Nice To Have:</u></p> <ul style="list-style-type: none"> • CPO (Certified Pool Operator) • Water Safety Instructor 	\$11.41/hr. minimum	May 15 - Sept. 3, 2007
Lifeguard (Bur-Mil)	Enforce pool rules & regulations; rescue and resuscitate distressed swimmers; administer first aid; maintain swimming pool deck; keep pool & bath areas clean; vacuum and keep pool clean; assist teaching swimming classes.	<p><u>Must have ALL Certifications:</u></p> <ul style="list-style-type: none"> • American Red Cross Lifeguard Training and First Aid • CPR for the Professional Rescuer • Must work ENTIRE program <p><u>Nice To Have:</u></p> <ul style="list-style-type: none"> • CPO (Certified Pool Operator) • Water Safety Instructor 	<p>\$8.85/hr. minimum for new guards</p> <p>\$10.46/hr. minimum with 1 yr of experience</p>	May 15 - Sept. 3, 2007
Golf Attendant (Bur-Mil)	Clear the driving range of golf balls; wash golf balls; provide general housekeeping of area; & pick up trash.	<ul style="list-style-type: none"> • Valid Driver's License • Lift up to 50 lbs • Work nights & weekends 	\$7.02/hr. minimum	April 1 - Sept. 30, 2007
Park Attendant (Bur-Mil)	Responsible for public and staff assistance in the park, hands on supervision of various park activities, routine grounds maintenance including cleaning shelters, cleaning bathrooms, picking up trash, enforcing park rules and regulations, securing the park at night, picking up golf balls on the driving range, and provide customer service to park patrons.	<ul style="list-style-type: none"> • Valid Drivers License • Must be at least 18 years of age • Experience working with the public • Able to work nights and weekends • Able to lift at least 50 lbs. 	\$9.54/hr	Ongoing
Clubhouse Event Host (Bur-Mil)	Provide assistance in the clubhouse when rooms have been rented, handle facility related needs that may arise during the preparation time and event itself. Responsible for getting all the garbage to the dumpster at the end of the event(s), and locking and securing the building after guests have left. They assist bartenders whenever alcohol is served, and facilitate necessary actions in the case of an emergency.	<ul style="list-style-type: none"> • Valid Driver's License • Good written and verbal communication skills • Experience working with public • 18 yrs. old or older • Lift up to 50 lbs. • Work nights & weekends 	\$9.54/hr	Ongoing

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Sr. Cashier Wildlife Education Center (Bur-Mil)	Provide public & staff assistance at the Wildlife Education Center; collect fees, complete financial transactions, answer telephones, complete reports & provide customer service, give tours of the facility, assist with birthday parties and special events.	<ul style="list-style-type: none"> • Valid Driver's License • Basic math skills • Experience working with public • Work nights and weekends <p><u>Nice to Have</u></p> <ul style="list-style-type: none"> • Experience and or background in wildlife or environmental education 	\$7.88/hr. minimum	Ongoing
Sr. Cashier Golf Shop (Bur-Mil)	Provide public & staff assistance at the golf shop; collect fees, complete financial transactions, make bank deposits, answer telephones, complete reports & provide customer service.	<ul style="list-style-type: none"> • Valid Driver's License • Basic math skills • Experience working with public • Work nights and weekends • Must be 18 or older 	\$7.88/hr. minimum	Ongoing
Sr. Cashier Pool (Bur-Mil)	Provide public & staff assistance at the Park Family Aquatic Center; collect fees, complete financial transactions, answer telephones, complete reports & provide customer service.	<ul style="list-style-type: none"> • Valid Driver's License • Basic math skills • Experience working with public • Work weekends 	\$7.88/hr. minimum	May 15 – Sept. 4, 2007