



Job Announcement

ISLA VISTA RECREATION AND PARK DISTRICT **RECREATION COORDINATOR**

(This position is full time and has a regular schedule of 40 hours per week)
Accepting Applications: Until position is filled

Definition:

Under the direction of the General Manager and/or Assistant General Manager, the Recreation Coordinator is responsible to implement, organize and coordinate Isla Vista Recreation programs.

Distinguished Characteristics

This is a journey level position. This classification is directly responsible for the organization, planning and implementation of Recreation Programs as distinguished from the Recreation Assistant by the performance of more routine tasks related to the organization, planning and implementation of Recreation Programs.

Supervision Received & Exercised

Receives direction from the General Manager, Assistant General Manager and/or Executive Assistant in the absence of the General Manager and/or Assistant General Manager. Exercise functional and technical supervision over the Assistant Recreation Coordinator, volunteers, contractors and vendors for the event.

Experience/ Education:

Two years of responsible experience in recreation services and programming or education. Associate degree from an accredited college or university with major work in recreation administration, physical education, or a related field.

License or Certificate:

Possession of, or ability to obtain, an appropriate, valid "C" class driver's license and CPR certificate.

For first consideration please submit application and resume by Wednesday, January 30, 2019 5:00 p.m. Compensation: Hourly \$29.00-\$34.00/ DOE

How to Apply: Applicants must fill out an application which may be downloaded at www.ivparks.org. You may also view the complete job description online. Return the completed application with attached resumes to:

In person, or via US mail to:
Isla Vista Recreation and Park District
961 Embarcadero Del Mar,
Isla Vista, CA 93117