

JENNIFER R. MENTER

*Recreation Supervisor --
Senior Citizen*



THE TOWN OF GRAND ISLAND

Golden Age Center

3278 Whitehaven Road

Grand Island, NY 14072

(716) 773-9682 & (716) 773-9683

goldenage@grand-island.ny.us

Job Posting

Full-Time Recreation Leader – Senior Citizen

The Town of Grand Island Golden Age Center is looking for a Full-Time Recreation Leader – Senior Citizen. Applicants must have a minimum of an Associate's degree, specializing in Physical Education, Recreation or related field. This is a Civil Service, competitive position. Applicant must be an Erie County resident. Applicants must enjoy working with the senior population, and will have the pleasure of working in a family-oriented atmosphere. The selected applicant will assist in: conducting a variety of recreation activities for the elderly, including day trips; assisting in organizing & planning recreation programs for the elderly, working along with school, adult education, and other public & voluntary groups; organizes groups according to interest; supervises group programs and events, to insure safety of the participants; assists in scheduling events and use of facilities & equipment; assists in maintaining records and prepares reports on activity; renders first-aid to elderly; assists at various special events & day trips; driving for day trips and assisting in transporting seniors is necessary, and a clean driver's license is required and no CDL license is necessary. Flexibility, creativity, and thinking on one's feet is a must for the selected applicant, as our days are fast-paced and varied. Establishing and maintaining good working relationships with the elderly, groups, and staff is a must; having tact, taking initiative, being resourceful, and having good physical condition and stamina commensurate with the demands of the position is necessary. Pay rate is \$17.59-\$19.21/hour.

Resumes and cover letters will be accepted by 5pm Friday, July 20, 2018, to Jennifer Menter, Recreation Supervisor – Senior Citizen of the Town of Grand Island Golden Age Center, via e-mail to jrmenter@grand-island.ny.us. No phone calls or personal visits will be accepted.