



The City of Rolla is looking for a creative and motivated Recreation Supervisor seeking to play a key role in a team environment. Centrally located, Rolla has a large park system boasting 16 developed parks and over 233 acres, with seven ballfields, 10 multipurpose fields, nine courts, an outdoor water complex, and a 40-acre cemetery.

DESCRIPTION OF BASIC DUTIES:

Coordinate, supervise and grow participation through existing sports leagues, tournaments and camps and new outreaches. Plan and execute a variety of recreational activities, classes, and special events for general recreation programming and aquatic operations for youth and adults. Recruit, hire, schedule, evaluate, train, direct and discipline assigned staff, administer payroll and related employee relations. Work cooperatively with area municipalities, school districts, university officials, community service groups and other related agencies or organizations to promote and coordinate services and facilities. Maintain records; prepare reports on participation; conduct participant program evaluations and surveys; coordinate program registrations. Assist Director with analysis of department's operations.

EDUCATION & EXPERIENCE: Bachelor's degree in recreation or related field. Three years of recreation supervisory experience or community programming implementing recreation activities and events. Must possess a valid driver's license and a safe driving record. Must obtain CPR, AED and first aid certification within six months of hire. Lifeguard instructor's license or other aquatics certifications a plus.

COMPENSATION: Full-time, non-exempt. Salary range is from \$33,891 to \$49,372.

APPLICATION DEADLINE: Open until filled. Email resume and references to Floyd Jernigan, Parks and Recreation Director, at fjernigan@rollacity.org or visit www.rollamoparks.org to apply.