



# City of Duarte

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IS ACCEPTING APPLICATIONS FOR:

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## RECREATION LEADER

### Playground

*Open until filled*

- WAGES:** \$10.50- \$12.27 per hour
- DUTIES:** Under the direction of the Recreation Supervisor, is responsible for planning, organizing, and conducting park/playground site programs, crafts, games, and special events for all ages; coaches children in the fundamentals of various youth sports; supervises public use of recreation facilities; ensures the public's full enjoyment of recreation facilities and programs in a safe atmosphere; and other duties as assigned.
- HOURS:** Must be available Monday through Friday, 12:00 pm to 4:00 pm, all day Saturdays, and for Monday staff meetings from 11:00 a.m. – 11:45 a.m.  
*Must be available some weekends and evenings.*
- MINIMUM QUALIFICATIONS:** Applicants must be at least 17 years of age and have a high school diploma or equivalent. Must show desire and enthusiasm to work with children, and must demonstrate the ability to work cooperatively with fellow employees and the public.
- APPLICATION PROCEDURE:** Candidates must complete a City of Duarte application; application plus any additional materials must be received at City Hall. Applications are available on the City's website and at City Hall. *Faxed or emailed applications and/or resumes are not accepted.*

**If you have any questions regarding the position please contact:**

City of Duarte Parks and Recreation Department  
George Dang, Recreation Supervisor