

Town of Auburn, Massachusetts

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Town Manager

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Director of Recreation and Culture



POTENTIAL 2020 EMPLOYMENT OPPORTUNITIES FOR THE TOWN OF AUBURN RECREATION AND CULTURE

Applications are being accepted until positions are filled.

Deadline to apply for summer positions is April 17, 2020 unless otherwise noted.

Auburn Recreation and Culture Camp Director

Application Deadline: March 23

- Summer Camp Director oversees the weekly camps for ages 5-12. This position will include administrative duties related to summer camp, supervise, evaluate and prepare staff schedules as well as daily activities. Excellent group dynamic and behavior management skills, ability to engage children and staff
- Staff professionalism and fostering a productive, safe and fun environment. The ability to work with parents in a friendly, understanding and professional manner.

Qualifications

- Associates or Bachelors in education, physical education or early childhood education or other related field
- 2 years' experience as Camp Director/Coordinator Experience planning and executing sport related activities
- Proven Qualified candidates must be over 21 years of age

To apply please send resume:

Auburn Recreation and Culture
15 Upland Street
Auburn, Ma 01501
508-832-7736

KPappas@town.auburn.ma.us

Auburn Recreation and Culture Camp Counselor

Auburn Recreation and Culture is seeking Part-Time Seasonal staff. Shifts may vary and will be approximately 19 hours per week. Positions include summer camp

counselors, craft instructors, and tennis instructor. Min. 16 years old as of 6/26/20. Certifications in CPR & FA preferred. Crafts, games, nature background; experience working with children ages 6-12. Monday - Friday to apply, please visit our website at Auburnguide.com or the Auburn Recreation and Culture office at 15 Upland Street, Auburn. Tuesday-Thursday 8am to 4pm

Auburn Recreation and Culture Camp Assistant Director

Application Deadline: March 23

Min. College Junior (junior year completed), majoring in Recreation, Education, Special Education or related field. Certifications in CPR & FA preferred. Position includes preparation and programming activities, assisting in hiring, training and supervision of staff. Responsible for organizing daily activities. Must commit to work ALL 8 weeks of camp along with prep work prior start of camp.

Monday - Friday

Auburn Recreation and Culture Summer Assistant

Min. 18 years old as of 6/1/20. Assist the Recreation and Culture Director with daily program tasks. Assist all summer programs with basic operation and functioning.

Monday - Friday

Basketball Timer/Scorekeeper

Min. 16 years old as of 9/12/20. Maintains complete and accurate records of all player attendance, scoring, fouls, game time, and related game action occurring during game.

June -August

Monday –Thursday night's

Part-Time Seasonal Employment at Pakachoag Golf Course

The town of Auburn is seeking Part-Time Seasonal staff for the Pakachoag Golf Course. Shift may vary and will be approximately 19 hours per week including weekends. CPR and tips certification preferred. Positions include Cashier, grill person and cart person. Must be 18 years or older. To apply please visit auburnguide.com for employment application please visit DPW on Millbury Street in Auburn or stop by the Recreation and Culture office at 15 Upland Street Auburn Ma 01501

Interested candidates shall complete a Seasonal Employment Application to apply.

Applications are available at the Auburn Recreation and Culture office at 15 Upland Street Auburn Ma 01501, or online at www.auburnguide.com