

**Position:** General Programmer

**Location:** Waterville Valley Recreation Department

**Dates:** M-Sa, days vary

**Salary:** \$8.00 - \$10.00/hr, 15-30 hours per week

### **General Job Description and Requirements**

The General Programmer will be under the supervision of the Recreation Manager and Recreation Director. He/She will be responsible for assisting with planning, implementing and supervising a variety of activities and programs for children, adults and families in this resort community. Programs and activities range from indoor to outdoor games, arts & crafts, BINGO, ice cream socials, family sports, cooking, hiking, fishing, nature activities, climbing wall facilitation and special events.

Job responsibilities include program planning, equipment inventory and maintenance, facility supervision, general maintenance, and office duties. Record keeping and knowledge of overall department operations will be required.

Applicants should be capable of strenuous physical activity and enjoy the outdoors as many of the programs are active in nature and relate to the outdoors. General knowledge of sports and games is preferred.

General Programmers must have a positive attitude be enthusiastic, understanding, and creative. Must be capable of leading and working with groups of all ages including kids, teens, adults and seniors. Flexibility, good organizational skills and ability to meet and deal with the public are a must. This position consists of mostly of afternoon, evening and weekend shifts.

Applicant must be able to walk, run, stand, stoop, kneel, lift up to 25 pounds, speak English clearly, and be able to see.

For information please contact:

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Department of Recreation  
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