



**CLARK COUNTY
DEPARTMENT OF PARKS & RECREATION**

2601 E Sunset Road
Las Vegas, NV 89120
(702) 455-8200

www.accessclarkcounty.com

**Part-Time Employment
For the position of: Program Assistant for Summer Day Camp Program
Location: Desert Breeze Community Center**

Jamie Homm, Recreation Specialist I
8275 Spring Mountain Road, Las Vegas, NV 89117
Phone: (702) 455-8337 Fax: (702) 455-1918
Jamie.Homm@clarkcountynv.gov

SALARY

\$8.50-\$9.00 Hourly

OPENING DATE: January 12th, 2017

CLOSING DATE: April 3rd, 2017

ABOUT THE POSITION:

Employee will be responsible for supervising children ages 6-12 in an active recreation program. Staff will be responsible for facilitating and participating in recreational activities including group games, sports, arts & crafts, and chaperone field trips. Staff will be required to be in the pool with proper swim attire during swimming activities, serve as a positive role model for program participants, promote and ensure center/department policies and procedures are followed, and attend mandatory staff meetings/trainings.

Part-time employment will not lead to permanent employment. Part-time hourly employees are used to fill positions normally less than thirty (30) hours per week. Part-time employees do not receive benefits.

Interviews will be held on April 7th and April 8th. Summer day camp begins June 8th, 2017 and ends August 11th, 2017. Seasonal positions are not granted time off requests.

OF VACANCIES: 25-30

MINIMUM REQUIREMENTS

Education and Experience: Applicant must have a high school diploma or equivalent and have previous experience leading children in a recreational or educational setting.

Preferred Qualifications: College courses in Recreation and/or Education are preferred.

Licensing and Certification: First Aid, CPR, and AED certification required.

Working Conditions: This position may work mornings and afternoons. Summer Day Camp hours are Monday-Friday 7a-6p.

Background Investigations: Employment is contingent upon the results of a background investigation.

APPLICATION PROCESS:

Applications can be picked up at any Parks & Recreation facility or can be downloaded at <http://www.clarkcountynv.gov/parks/Documents/Employment/part-time-employment-application-fillable.pdf>