



City of Moorhead

Fall/Winter Seasonal Positions 2022-23

Parks and Recreation

IMMEDIATE NEED: Special Events Assistant (\$12.00-\$13.60)

Assist with a variety of special events throughout the year. Currently need assistance with the Summer/Fall Farmers Market. Applicants will assist with set up, tear down, and various aspects of running the events. Applicants should be able to multitask, have strong customer service skills, be able to follow instructions, and be able to lift and carry up to 25 pounds. Work may be done both indoors and outdoors. Dates and times vary with each event. Age 16 or older. Year around position.

IMMEDIATE NEED: After School Leader (\$12.75-\$14.35)

Responsibilities include planning activities, interacting with children and their families, working independently as well as with a team, and creating an enriching, fun and safe environment. Staff must have experience and enjoy working with school aged children and teens. Staff must have a positive attitude and serve as a role model to the participants in the program. Hours are 3:00pm-5:30 pm, Monday to Friday. Flexible. Location: Romkey Park. Program runs September to December. Must be age 16 or older.

Art Assistant (\$10.50-\$12.10)

Assist instructor with art activities and supervising youth. Strong communication skills and interest in art required. Must have experience working with youth. Program runs on various Saturday mornings. Age 14 or older.

Art Coordinator (\$15.00-\$16.60)

This position will develop and implement a variety of art classes for youth. Must be able to demonstrate and assist youth to use different techniques and media. Strong leadership skills required. Previous teaching experience preferred. Program runs on various Saturday mornings. Additional hours required for planning and prepping. Age 18 or older.

Canoe and Kayak Attendant (\$12.00-\$13.60)

Position will be in charge of handling public rentals of canoes, kayaks, life jackets, and paddles. This person will also be assisting with summer river excursions once a month. Hours will vary. Weekday evenings and weekends. Age 16 or older

Dance Coordinator: (\$15.00-\$16.60)

Responsibilities include planning, implementing, and supervising dance programs for youth in grades 3-5. Must possess strong leadership skills along with knowledge to teach dance technique and choreography. Previous teaching experience required. Age 18 or older. Hours are 6:30-8:00pm, Tuesdays. Program runs September-November.

Dance Instructor (\$12.00-\$13.60)

Assist Coordinator with teaching dance techniques and choreography. Strong communication skills and experience in dance required. Previous instruction experience is desired, but not necessary. Age 15 or older. Hours are 6:45-8:00pm, Tuesdays. Program runs September-November.

Figure Skating Assistant (\$11.25-\$12.85)

Prior USFS/ISI skating background required. Season runs October to February and must be available on Thursdays from 7:30pm-9:00 pm and Saturdays from 8:30am-12:30pm. Must be age 16 or older.

Figure Skating Assistant Coordinator (\$12.75-\$14.35)

At least 5 to 10 years of teaching experience as well as prior USFS/ISI skating background required. Season runs October to February and must be available on Thursdays from 7:30pm-9:00pm and Saturdays from 8:30am-12:30pm. Must be age 18 or older.

Figure Skating Instructor (\$12.00-\$13.60)

Prior USFS/ISI skating background and teaching experience required. Season runs October to February and must be available on Thursdays from 7:30pm-9:00 pm and Saturdays from 8:30am-12:30pm. Must be age 18 or older.

Inclusion Leader (\$12.00-\$13.60)

Responsibilities include assisting youth with disabilities participate in a specific recreation programs. Staff must have strong communication skills and experience working with youth of varying ages and ability levels. Employment dates and times vary depending on the recreation program. Age 16 or older

Lifeguard – Indoor (\$13.50-\$15.10)

Responsibilities include surveillance of patrons in the facility, enforcing of all safety rules and regulations, and immediate and appropriate action in the event of an emergency. Must work well under pressure, have strong communication skills, and present a professional and mature attitude. Current Lifeguard Certification required. Hours are Saturdays from 8:00am-1:00pm, September-November. Wednesdays and Thursdays from 6:45-8:00pm, September-February.

Mini Basketball Instructor (\$12.00-\$13.60)

Good basketball knowledge and a strong desire to work with young children required. Teaching the basic skills, fundamentals and rules of basketball is our primary goal. Sessions are held on Saturdays in January and February. Age 14 or older.

Neighborhood Recreation Center Attendant (\$12.00-\$13.60)

Responsible for opening/closing and cleaning of neighborhood recreation centers. Dependability is a must. Positions run September-May. Hours vary based on scheduled rentals. Age 16 or older.

Preschool Assistant (\$12.00-\$13.60)

Assist leader with enforcing safety procedures, rules and regulations and supervising various recreation activities for youth. Must have experience working with youth ages 3-5 and have strong supervisory skills. Hours are 9:30am - 11:00 am, Saturdays. Program runs from October-November. Age 14 or older

Preschool Leader (\$12.75-\$14.35)

Responsibilities include planning, implementing and supervising activities for youth. Must have experience working with youth ages 3-5. Must also possess strong leadership skills along with knowledge and skills to create daily programs that involve music, art, cooperative game and physical fitness. Prefer two or more years of college education and one-year related experience. Hours are 9:30am-11:00am, Saturdays. Program runs from October-November. Age 18 or older.

Recreation Facility Attendant (\$11.25-\$12.85)

Athletic field and court set-up along with some light custodial work. Parks and Recreation background in recreation and athletics is desired, but not essential. Must be organized and able to work well with the public. Some lifting and cleaning. Mostly evening and weekend shifts. Age 16 or older.

Special Events Assistant (\$12.00-\$13.60)

Assist with a variety of special events throughout the year. Applicants will assist with set up, tear down, and various aspects of running the events. Applicants should be able to multitask, have strong customer service skills, be able to follow instructions, and be able to lift and carry up to 25 pounds. Work may be done both indoors and outdoors. Dates and times vary with each event. Age 16 or older. Year around position.

Ski Attendant (\$12.00-\$13.60)

Applicants must possess great customer service and people skills. Individual will be responsible for fitting customers with skis and snowshoes and for handling money. Hours: Tuesdays, Thursdays, Saturdays and Sundays, December to February. Age 16 or older.

Sports Sampler Instructor (\$12.00-\$13.60)

Teaching the basic skills, fundamentals and rules of various sports is our primary goal. Good knowledge of various sports and a strong desire to work with young children required. The session running in October and November meets Saturday mornings. Age 14 or older.

Swim Instructor-Indoor (\$13.50-\$15.10)

Responsibilities include teaching (Red Cross) lessons to youth of all ages. Hours are 9:00am-12:30pm, Saturdays. Program runs September-November. Age 16 or older

Swim Lesson Assistant-Indoor (\$12.00-\$13.60)

Assist certified swim instructor with group swimming lessons. Must be comfortable in the water and enjoy working with youth. Hours are 10:00am - 12:30pm, Saturdays. Program runs September-November. Age 14 or older

Warming House Attendant (\$11.25-\$12.85)

Responsibilities include supervising skating rinks and warming house, enforcing rules and regulations, keeping accurate attendance records and daily cleaning duties. Strong supervisory skills and dependability are a must. Season runs from mid-December to February. Hours are weekdays 4:00pm-8:00pm and weekends 1:00pm-8:00pm. Age 16 or older

Youth Basketball Coordinator (\$15.00-\$16.60)

Knowledge of the game of basketball helpful, but not required. Applicants must possess great customer service and people skills. This person will be interacting with parents, coaches, and kids in grades 1 to 4 and will be responsible for opening and closing of the facility. The program runs Saturdays in January and February. Age 18 or older

Youth Flag Football Coordinator (\$15.00-\$16.60)

Knowledge of the game of football helpful, but not required. Applicants must possess great customer service and people skills. This person will be interacting with coaches, parents, and kids in grades K-6. The program runs weeknight evenings, late August to early October. Coordinator responsible for opening and closing of facilities.

Youth Flag Football Official (\$30.00/game)

Knowledge of the game of football helpful, but not required. Applicants must possess great people skills. This person will be interacting with coaches and kids in grades K-6. The program runs Tuesday and Thursday evenings, late August to early October. Games are 1 hour in length, up to 2 games per night. Age 14 or older

Youth Gymnastics Coordinator (\$15.00-\$16.60)

Strong background in gymnastics required. Should also have previous instruction experience, be organized, and work well with other staff and the general public. Coordinator will be responsible for planning appropriate gymnastics drills for kids grades K-8, supervising the other instructors, and leading the classes. Program will be Monday and Tuesday evenings from November-February. Age 16 or older

Youth Gymnastics Instructor (\$12.00-\$13.60)

Background in gymnastics required. Previous instruction experience is desired, but not necessary. Responsible for teaching gymnastics to kids in grades K-8. Program will be Monday and Tuesday evenings from November-February. Age 16 or older

Youth Volleyball Instructor (\$12.00-\$13.60)

Good volleyball knowledge and a strong desire to work with young boys and girls, teaching the basic skills, fundamentals and rules of volleyball. This position will be one night a week for 6 weeks from 4:00-7:00 pm. Season runs September to October.

Hjemkomst Center**Hjemkomst Center Building Attendant (\$13.50-\$15.10)**

Part-time position. Hours may vary based on building schedule but will generally be weekdays, late afternoon into early evening with occasional weekend daytime hours. Duties include general building cleaning, set-up and clean-up of meeting facilities, opening/closing of building, snow removal. Must have good communication skills and reliable transportation. Some heavy lifting required, up to 50 lbs. Age 18 or older. Year-around position.

**APPLICANTS MUST COMPLETE
CITY OF MOORHEAD APPLICATION FORMS.**

**Applications can be found online at
www.cityofmoorhead.com/employment**

For more information, call 218.299.5179.

The City of Moorhead is an equal opportunity employer.