



CITY OF FOREST CITY

305 NORTH CLARK STREET ■ P.O. BOX 346 ■ FOREST CITY, IA 50436
(641) 585-3574 ■ FAX (641) 585-4502

TO: Forest City Summit/Globe Gazette, Iowa Works, League of Cities, Norma Hertzler (website & social media), IPRA

FROM: City of Forest City, Val Monson, Deputy Clerk/Personnel

DATE: 2/1/19

RE: Classified Ad – Employment

RECREATION PROGRAM DIRECTOR SOUGHT

City of Forest City

The City of Forest City is seeking to hire a full-time Recreation Program Director with a starting wage of \$18.92 per hour. Position includes an excellent benefit package.

QUALIFICATIONS: At least one year's experience in parks & recreation program and broad exposure to recreation programs. Water Safety Instructor, lifeguard certification, and Lifeguard Training Instructor (LGIT) certification required. Certified Pool Operator (CPO) training & ServSafe certification will be required upon hire. Ability to update websites and social media required.

DUTIES: Under general direction of the Recreation Director, works with the director to develop, implement and supervise sports & recreational programs that respond to community needs. Areas of emphasis include aquatic center oversight - which includes chemical monitoring, facilitation of various in-town and travel team recreation league activities and social media engagement related to recreation activities.

If interested, please fill out a formal application, which can be found on the City of Forest City's website at www.cityofforestcity.com or at the front desk of City Hall, 305 North Clark Street, Forest City, Iowa. Completed applications, with resume and cover letter, should be returned by February 18, 2019.

City of Forest City – Attn: City Administrator
P.O. Box 346
Forest City, IA 50436