



## **CITY OF NEWBURYPORT**

### **RECREATION AND YOUTH SERVICES DEPARTMENT - JOB**

#### **POSTING**

<b>POSITION:</b>	<b>Support Staff/ Jr Coaches; Clipper Athletic Programs</b>		
<b>DURATION/HOURS:</b>	<b>Part Time, Seasonal; Days and Number of Hours Vary; Per Diem</b>		
<b>COMPENSATION:</b>	<b>Level 1</b>	<b>\$15/hour, first year support</b>	
	<b>Level 2</b>	<b>\$17/hour, returning employee</b>	
	<b>Level 3</b>	<b>\$18, must be 18+, provides supervision or activity coordination</b>	

Support Staff/ Jr Coaches assists the Program Coordinators (Lead Coaches) in carrying out the program or event for participants in a safe, fun and educational manner while furthering the mission of Newburyport Youth Services through development and delivery of high-quality youth and recreational programming. Programs are usually offered seasonally with a fall, winter, spring and summer calendar. The qualified candidate for this position would be a strong youth leader, fun, energetic, and responsible. Oversees daily activities and assists the Program coordinator with implementation of department programming. Position reports to the Clipper Athletics Program Coordinator. Per Diem/ As needed year round

#### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Implements and oversees activities as described for the program or event
- Assist in organizing and maintaining materials and equipment for or in the program
- Sets a positive example as a youth leader
- Focuses on building relationships with participants as well as parent/caregivers.
- Assist in maintaining attendance records as needed

#### **QUALIFICATIONS:**

- Must be 15 years of age or older at time of hire.
- Must have working papers from the School Department
- Experience working with children preferred
- Ability to relate to youth and adults in a positive manner
- Ability to communicate and work with fellow staff in a group setting
- Must successfully pass a CORI and SORI check

**Employment Applications are available on the City of Newburyport website.**