



**CITY OF FRUITA
JOB POSTING**

Date of Posting: July 26, 2022
Job Title: Recreation Lead II – Seniors
Department: Parks & Recreation – Seniors Department
Salary Range: \$15.05 per hour
Benefits: Sick time is available under Healthy Families Workplaces Act (1 hour for every 30 hours worked). Some paid holidays on a pro-rated basis.
Supervisor: Recreation Coordinator – Seniors
FLSA Status: Non-Exempt
No. of Open Positions: 1

SUMMARY: Under the general direction of the Senior Recreation Coordinator, the Recreation Lead II is responsible for assisting with the programming of Senior activities (i.e., Hikes, Potlucks, Art Classes, monthly calendars etc.)

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following.

- Collaborate and assist with creating monthly, and quarterly activities
- Assist with driving on day trips (12 passenger van – if needed)
- Assist with hiking day trips – Senior outings
- Help with keeping the Senior Center orderly, stocked, and tidy
- Periodically attend meetings if Senior Coordinator is unable to attend.
- Periodically assist with potlucks (every other Thursday)
- Be willing to work with a variety of individuals
- Assist with meeting rooms furniture set-ups when needed
- Other duties as assigned

POSITION REQUIREMENTS:

Education, Training, and Experiences

High School Diploma or equivalent. Previous senior (55+) experience preferred but not necessary

Special License, Registration, or Certificates

American Red Cross CPR/AED/First Aid (or will need to obtain within the first six months)

Knowledge, Skills, and Abilities

- Ability to communicate clearly.
- Ability to establish and maintain effective working relationships with others.
- Ability to maintain strong customer service skills in handling and dealing with the general public.
- Ability to manage multiple tasks
- Ability to represent the City and Recreation Staff in a professional manner
- Ability to maintain safe working environment

Other and Physical Requirements of the Position:

- Ability to work flexible schedule 10-15hrs per week
- Ability to lift up to 50 pounds on occasion as well as participate in vigorous fitness activities.
- Ability to successfully pass a pre-employment background investigation as this position will work with vulnerable populations.
- Specific vision abilities required by this job include close vision, color vision, peripheral vision and depth perception.
- Regular attendance is an essential function of this position to ensure continuity.
- Ability to climb, balance, stoop, kneel, crawl, crouch, reach, grasp, feel and perform repetitive motions.

TO APPLY:

Submit a letter of interest and resume to Human Resources, City of Fruita, 325 E. Aspen, Fruita, CO 81521 by close of business on August 10, 2022.

The City of Fruita is an Equal Opportunity Employer