



BRIGHAM CITY CORPORATION

Job Description

OPENED: October 4, 2021

CLASS TITLE: Recreation Specialist (temporary)

ACCOUNTABLE TO:

Works under the general supervision of the Community Activities and Services Director and under the direct supervision of the Recreation Coordinator.

PRIMARY OBJECTIVE OF POSITION:

To provide scorekeeping, officiate and perform other duties as needed for the operation of specific recreation programs, emphasizing participation, instruction and skill development in women's, men's, youth, children's sports, and family recreation.

ESSENTIAL JOB FUNCTIONS:

Instruct, umpire, officiate and/or keep score for games, educate youth and parents about the rules; enforce rules and policy; ensure safety and security of recreation participants and facilities. Answer inquiries and provide information to the public.

MINIMUM QUALIFICATIONS:

Considerable knowledge of the methods and techniques of operating recreation programs for such programs as adult/youth basketball, softball, volleyball, flag football, pickleball and tennis; of community recreation programming; team sports management; community and public relations; rules and regulations of a variety of sports and recreational activities; of equipment, facilities, operations, and techniques used in recreation programs.

OTHER INFORMATION:

1. May be required to be CPR certified.
2. Must possess a valid state of Utah driver's license or identification card.
3. **Applicant must be at least 15 years of age prior to beginning employment.**
4. Able to serve drink, food, and other concession items.
5. May be required to obtain food handlers permit prior to beginning work.

WAGE INFORMATION:

WAGE RANGE: \$7.25 - \$15.00 per hour (depending upon job level and assignment)

POSITION CLOSES: November 30, 2021

EMPLOYMENT APPLICATION PROCEDURES:

Register online with Utah Department of Workforce Services and submit a Brigham City Corporation application for employment regarding **Job Order# 2998293** and submit application to DWS, 138 W 990 S, Brigham City, UT 84302, or fax to 435-695-2660, Attn: Megan Stauffer or by email to mstauffer@utah.gov. Registration and application available at website <https://jobs.utah.gov> for all qualified applicants

NOTE: All Brigham City employees must successfully complete a pre-employment drug test and criminal history check (18 years or older) following a conditional offer of employment.

Employees required to drive a motor vehicle as an essential job duty will be required to successfully complete a motor vehicle record (MVR) check following a conditional offer of employment.

BRIGHAM CITY CORPORATION IS AN EQUAL OPPORTUNITY EMPLOYER