

Town of Plainville Job Opening Recreation Director

The Town of Plainville is accepting applications for a Recreation Director. The Director is responsible for the maintenance, creation, design and management of recreational programs and special events within the community as outlined in the description below. The successful candidate will evaluate current programs and develop and implement new ones based on the needs of the community and trends in the area of Recreation. The Director must possess excellent interpersonal, communication and organizational skills with the ability to recruit and supervise part-time and seasonal employees. The Director is responsible to prepare and manage an annual budget; and request and oversee capital projects.

A Bachelor's degree in recreation or related field with a minimum of four years of responsible experience in the field, including two years of supervisory experience, is preferred, or equivalent combination of training and experience which provides demonstrated ability to perform duties of the position. Applicants should also have experience in event/ program planning, possess a background in aquatics, strong team management skills, and excellent interpersonal, communication and organizational skills. Must have a CT Driver's License and have the ability to obtain CPR/AED and First Aid certifications within the first three months of hire.

Salary range: \$84,134 - \$90,802 DOQ, plus benefits.

Application materials must clearly describe how the applicant meets qualifications and reflect relevant experience and achievements. Interested applicants should submit a cover letter, resume and completed Town of Plainville Application for Employment. All application materials should be submitted via e-mail to Human Resources Department (humanresources@plainville-ct.gov) by 5:00pm September 5, 2019. However, please note the posting will remain open until filled. Be advised finalists will be required to undergo a comprehensive background, financial, and/or criminal investigation. The Town of Plainville is an EEO/AA Employer and complies with the ADA.

Plainville Recreation Department

The Plainville Recreation Department provides a wide variety of recreational and leisure programs on a seasonal and year-round basis that promote the physical and cultural well-being of all residents in the community. Programs range from

swimming instruction, exercise classes, and various arts and crafts to sports clinics, dance classes, and skiing and snowboarding trips. Regardless of participant age or time of year, the Plainville Recreation Department prides itself on offering fun, affordable, and engaging activities for all.

In addition to planning year-round classes and programs, Plainville Recreation also oversees the many parks and recreational assets of the Town. Located on South Washington Street, Norton Park boasts soccer fields and baseball diamonds, a skate park, a recently renovated playground, picnic sites, and the Elizabeth Berner Pool Aquatic Center – offering citizens the ability to participate in outdoor swim lessons or free swim periods throughout the Summer months. Additionally, Norton Park hosts the annual Hot Air Balloon Festival sponsored by the Plainville Fire Company each August and is the location of Town-run Summer Camps, recently updated Activity Building, Pool House, and a newly constructed concession stand. Off Cooke Street, Paderewski Park offers tennis and basketball courts, a splashpad, a recently renovated playground, picnic sites, fishing pond, and ball fields, while Trumbull Park is home to Plainville Little League.

Complementing Plainville's spacious parks are the multiple indoor facilities which host various programs and events each year. The beneficiary of recent renovations, Plainville High School offers an indoor pool and diving area that serve as the home of swim lessons, a diving and swim team, lifeguarding classes, free swim periods, and water aerobics in the Fall, Winter and Spring, while Plainville High's gym also offers youth and adult basketball leagues. Plainville Middle School's gym hosts various adult basketball leagues, while Linden Street School's gym offers co-ed volleyball. Additional programs and leisure-focused classes including yoga, various dance and group exercise classes, toddler tumble time, dog training and more are hosted at one of the many other spacious municipal buildings across Town including the Public Library, Recreation Building, or one of the five schools in Town.

Whether citizens are looking to work up a sweat, go for a swim, build comradery and friendships with other locals, or relax and destress, Plainville Recreation truly offers an activity for any and everyone regardless of age, interest, or time of year.

To accomplish the successful administration of the Recreation Department, the Director has an Assistant/Aquatic Supervisor, an Administrative Assistant and part-time Office Assistant.