



## EMPLOYMENT OPPORTUNITY

<b>Job Titles</b>	Part-time Seasonal Parks Positions (See Classifications Below)
<b>Department</b>	Parks and Recreation Department
<b>Posting Date</b>	January 1, 2022
<b>Closing Date for Resumes/Applications</b>	Open until the positions are filled
<b>Starting Pay</b>	See Rate Ranges for Each Classification Listed Below
<b>Status</b>	Seasonal/Part-time

The City of Saint Charles Parks and Recreation Department is recruiting for part-time and seasonal summer workers for a variety of positions. Applicants over 21 years of age who are interested in working during the summer are encouraged to apply. Minimum age of acceptable applicants is age 16 by the date of hire unless noted otherwise at 15 years of age with Missouri Department of Labor Work Certificate.

**Park Rangers:** Hourly rate range \$17.00 - \$20.00 per hour. Part Time positions under 1499 hours annually. Patrols city parks. License to practice law enforcement duties in a first class county and city as prescribed by the Missouri Department of Public Safety Police Officers Standards in Training program (POST) required. All applicants must be a minimum of 21 years of age or older at the time of employment and possess or are able to obtain by date of hire a valid drivers' license without record of suspension or revocation in any state. Felony convictions and disqualifying criminal histories are not permitted.

**Concession Stand Workers:** Hourly rate starts at \$11.35 per hour. At least 15 years of age with Missouri Department of Labor Work Certificate. Positions are available at most St. Charles athletic field and aquatic locations. Hours vary by location and shift assigned. Must be able to prepare and serve snack bar type food to the public and complete basic cash handling transactions.

**Lead Concession Stand Workers:** Hourly rate starts at \$13.45 per hour. Positions are available at most St. Charles athletic field locations. Hours vary by location and shift assigned. Lead attendant positions require minimum of 21 years of age to serve beer at the concession stands and must also be able to prepare and serve snack bar type food to the public and complete basic cash handling transactions.

**Event Bartender:** Hourly rate starts at \$14.95 per hour. Must have a working knowledge of beer and wine and ability to pour drinks to customer's satisfaction. Shifts are nights and weekends (4 p.m.-1 a.m.) and often require light janitorial and cleaning duties to keep facility stocked. All applicants must be a minimum of 21 years of age or older at time of employment

**Day Camp Director:** Hourly rate starts at \$13.45 per hour. This position oversees a specific camp location and all camp counselors working at that location. Experience working with children and in similar positions is required. Day camp operates on a Monday through Friday schedule for approximately 11 weeks. Must be available for 2 weeks of training prior to camp opening.

**Day Camp Site Assistant:** Hourly rate starts at \$12.45 per hour. Site assistants assist the Camp Director with daily tasks such as drop off and pick up procedures, field trip operations, staff schedules, etc. Day camp operates on a Monday through Friday schedule for approximately 11 weeks. Must be available for 2 weeks of training prior to camp opening.

**Day Camp Counselors:** Hourly rate starts at \$11.35 per hour. At least 15 years of age with Missouri Department of Labor Work Certificate. Positions are available at Blanchette and Wapelhorst Parks for the Summer Fun Day Camp Program. Day camp operates on a Monday through Friday schedule for approximately 11 weeks. Ideal summer position for energetic people who enjoy working with children.

**Youth Sports Instructors:** Hourly rate starts at \$11.35 per hour. At least 15 years of age with Missouri Department of Labor Work Certificate. Positions are working with children and providing instruction for a variety of sports and activities. Mostly evenings (5:00-8:30 p.m) Monday – Thursday. Looking for energetic people with positive attitudes that enjoy working with children.

**Specialty Program Instructors:** Hourly rate starts at \$13.45 per hour. At least 15 years of age with Missouri Department of Labor Work Certificate. Positions are working with children and instructing in programs such as dance, gymnastics and cooking classes. Experience in those skill areas is required. Mostly evenings, Monday-Thursday.

**Lifeguards:** Hourly rate starts at \$11.60 per hour. At least 15 years of age with Missouri Department of Labor Work Certificate. Training is provided for lifeguards; however, applicants are responsible for the \$150.00 tuition and license fee. License reimbursement is possible if requirements are met. Applicants must be able to work in the sun and pass required Lifeguard training. Contact Missy Hollander for more information on Lifeguard Training at 636-949-3369.

**Year-Round Seasonal Parks Maintenance/Construction Workers:** Hourly rate range \$12.45 – 16.45 per hour. Year-round seasonal positions under 1499 hours annually. Positions support the City parks to perform general maintenance and light construction type duties. Responsibilities include but are not limited to: Open/close parks, stock and clean restrooms; grass mowing and general turf maintenance; litter and trash control/removal; light horticultural work; light building construction and renovation work, as well as other miscellaneous park grounds and facility maintenance functions. All applicants must possess or are able to obtain by date of hire a valid drivers' license.

#### **Contact Information**

Interested applicants should submit an application to: City of Saint Charles Human Resources Department, 200 North Second Street, Suite 301, Saint Charles, MO 63301. Hours of operation are Monday through Friday 8:00 am to 5:00pm. Employment applications can also be downloaded from the City's website and faxed to Human Resources at (636) 940-4606. Website address for the employment application is: <http://www.stcharlescitemo.gov>

*The City of Saint Charles is an Equal Opportunity Employer and participates in E-verify*