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## ***Playground Supervisor***

**JOB:** Full/Part-Time, Seasonal (Non-Exempt)

**DEPARTMENT:** Programming - Recreation

**REPORTS TO:** Recreation Manager and Shuffleboard Manager

**SUMMARY:** Seeking a responsible individual who will lead a team in the energetic environment of the Bettinger Park playground. The Playground Supervisor is responsible for the daily management, operation and maintenance of the playground, as well as executing age-appropriate activities.

The supervisor must be available to work from Memorial Day weekend to Labor Day, including days, evenings, weekends and all summer holidays (Memorial Day weekend, Fourth of July and Labor Day). Lakeside provides affordable dorm housing in a camp environment.

### **ESSENTIAL DUTIES & RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO:**

- Monitor the use of playground equipment and activities
- Schedule and supervise Playground Staff
- Ensure the safety of children, guests and equipment
- Oversee the maintenance and cleanliness of the playground facility
- Manage youth drop-off and pick-up
- Sign in children at time of drop-off to ensure all critical information is gathered
- Monitor for age-appropriate activity
- Organize daily games and activities
- Ensure customer relations and satisfaction are of highest priority with all staff

**QUALIFICATIONS:** To perform this job successfully, you must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION AND/OR EXPERIENCE:** High school graduate or its equivalent. A responsible adult certified in first aid. Daycare experience or babysitting training preferred.

**LANGUAGE SKILLS:** The ability to read and interpret documents, such as safety rules, operating/maintenance instructions and procedure manuals. The ability to write routine reports and correspondence. The ability to speak effectively with guests, co-workers and groups.

**MATHMATICAL SKILLS:** The ability to calculate figures and amounts such as discounts, interest, commissions, portions, percentages and to apply the basic math concepts.

**REASONING ABILITY:** The ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. The ability to interpret a variety of instructions furnished in written, oral, diagram or schedule form.

**PHYSICAL DEMANDS & WORK ENVIRONMENT:** While performing the duties of this job, the employee is regularly required to sit, stand, walk, reach with hands and arms, climb or balance, stoop or kneel, talk or hear. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus. The employee must regularly lift and/or move more than 20+ pounds. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

While performing the duties of this job, the employee is regularly exposed to wet, cold, humid, hot, very hot conditions and is required to work outdoors. The work environment characteristics described here are representative of those an employee may encounter while performing the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**FOR MORE INFORMATION, PLEASE CONTACT:**

employment@lakesideohio.com

*Please note: this job description is a work in progress. It may change with experience and input from key staff members. Other duties may be assigned to or deleted from this position as needed.*

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Applicant/Employee Signature

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Date

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Supervisor Signature

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Date