

North Olmsted Parks and Recreation - Employment Opportunities

The North Olmsted Parks and Recreation Department is looking for enthusiastic, outgoing people for several part time positions. Part time employees can work up to 25 hours per week. The following positions are available: Part Time Maintenance Staff, Lifeguard, Child Care Attendant, Front Desk Attendant and Building Manager. Please see the descriptions below and if you are interested please download an application and turn it in to the front desk at the recreation center.

Maintenance

Part Time Maintenance personnel are responsible for the cleanliness of the Recreation Center and our Parks. Changing garbage, vacuuming, sweeping, cleaning windows and doors, mopping floors and maintaining sports fields are some of the responsibilities. Applicants must be 18 years or older and possess a valid Ohio Driver's License. Must be able to lift 25lbs. Weekday and weekend day and evening shifts available.

Current positions available: Weekends.

Contact: Chris Wetmore at wetmorec@north-olmsted.com or 440-716-4215

Front Desk Attendants

Front Desk attendants provide excellent customer service to our members and guests. They will help facilitate transactions within our computer system such as program registration, membership registration and facility reservations. Other duties include greeting patrons upon arrival, answering phones, and giving tours of the facility.

Current positions available: Early mornings, evenings and weekends.

Contact: Michael Tilenni at tilennim@north-olmsted.com or 440-716-4219

Building Manager

The Building Manager makes sure everything is running smoothly during their shift. Managers must be aware of the schedule for each area of the building and each staff schedule. They are responsible for set up and tear down for all programs and events happening during their shift. They work hand in hand with the Maintenance staff on duty to maintain a smooth operation for all patrons.

Current positions available: Early mornings, evenings and weekends.

Contact: Michael Tilenni at tilennim@north-olmsted.com or 440-716-4219

Lifeguard

Life Guards will provide a safe aquatic environment for all people by knowing and understand the pool safety policies and enforcing them in a courteous manner. They will keep the pool area free of all hazards and perform maintenance duties as assigned. Interested candidates must have a current lifeguard certificate and be 16 years of age or older.

Current positions available: Early mornings, day time, evenings and weekends.

Contact: Matt Laughlin at lauglinm@north-olmsted.com or 440-716-4248

Water Exercise Instructor

Water Exercise Instructors must operate within the policies, procedures, and practices of the North Olmsted Parks and Recreation. This position is responsible for the preparation, planning and instruction of assigned water exercise classes, relationship building, and providing excellent customer service. Week day morning shifts available. Prior experience in teaching water exercise preferred.

Current positions available: Mornings.

Contact: Matt Laughlin at lauglinm@north-olmsted.com or 440-716-4248

Child Care Attendant

Child Care Attendant is responsible for supervising children whose parents are in the facility participating in classes and/or activities. This position is responsible for providing a fun and safe experience for all children in Tot Town. Experience with children in a child care facility or experience in baby-sitting. This staff member must demonstrate experience and competency in customer service skills, current CPR certification, good verbal and written communication and be 18 years of age or older.

Current positions available: Mornings.

Contact: Matt Laughlin at laughlinm@north-olmsted.com or 440-716-4248

Skate Guard

Skate Guards are responsible for the general supervision and cleanliness of the ice rink. They will enforce all rules of the ice rink while distributing rental skates and skating aids to all patrons.

Current positions available: Evenings and Weekends.

Contact: Colin Kilbane at kilbanec@north-olmsted.com or 440-716-4241

Score Keepers/Field Supervisor

The main responsibility for this position is keeping accurate information for all sporting events including names of participants, fouls, scores, etc. Events include flag football, basketball, volleyball and baseball.

Current positions available: Weekends.

Contact: Colin Kilbane at kilbanec@north-olmsted.com or 440-716-4241