



# Part Time Employment Opportunity

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**POSITION TITLE:** Recreation Leader – Camp Pierce

**DEPT/DIVISIONS:** Parks & Recreation

**HOURS:** 30-35 hours per week  
Monday-Friday, July 10-August 18, 2017

**SALARY:** \$11.15/hour

Possible additional training dates June 19-June 23

**CLOSING DATE:** May 19, 2017

## **BRIEF DESCRIPTION OF DUTIES:**

Work at a summer day camp for individuals ages 20-30 who have special needs.

1. Assist Camp Coordinator with daily activities, preparation, supervision and cleanup.
2. Maintain a clean, safe and inclusive environment throughout each activity.
3. Assist participants with daily tasks onsite and within the community.
4. Assist with supervision of campers during program activities.
5. Performs other duties as assigned by the camp coordinator.
6. Safely drive Pierce County vehicles, including a 15-passenger van (no special license required).

## **DESIRABLE QUALIFICATIONS:**

Knowledge and experience working with people with disabilities in a recreational and/or work setting. Ability to problem solve, work with the public in a tactful manner, and possess organizational skills while remaining flexible. Knowledge and experience working with teens and young adults. Knowledge of recreational activities such as: sports, games, arts and crafts, music, cooking, first aid and safety. Ability to exercise mature judgment to insure safety and enjoyment by program participants; lead both large and small group activities; maintain effective working relationships with staff, parents and volunteers; follow written and oral directions.

**EDUCATION:** High School diploma or GED, minimum 18 years of age.

**EXPERIENCE:** Active participation in recreation programming. Work or volunteer experience with individuals with disabilities in a recreation setting.

**LICENSES & CERTIFICATES:** Current CPR/First Aid certification required within 30 days of employment.

**CONTACT PERSON:** Jennifer Sergent, Recreation Coordinator  
(253) 798-4148  
[jsergen@co.pierce.wa.us](mailto:jsergen@co.pierce.wa.us)

**POSITION CLOSES:** May 19, 2017

## **SELECTION PROCESS:**

To be considered for this position, applicants must complete and submit a signed Pierce County employment application form to the Pierce County Parks and Recreation Services Department, 9112 Lakewood Drive SW, Lakewood, WA 98499. Selected candidates will be contacted for an interview.



EMPLOYMENT APPLICATION

INSTRUCTIONS: TYPE OR LEGIBLY PRINT THIS APPLICATION USING DARK INK ONLY. SIGN AND DATE THE APPLICATION. AN INCOMPLETE APPLICATION MAY AFFECT YOUR ELIGIBILITY OR EXPERIENCE CREDIT.

GENERAL INFORMATION

POSITION FOR WHICH APPLYING: JOB #:
Last Name First Name Middle Initial
Mailing Address City State Zip
Home Phone Work Phone Cell Phone Email Address

Are you now or have you ever been employed by Pierce County Government? Yes No If yes, complete the following:
Job Title Department Dates Employed

Do you have any relatives working for Pierce County Government? Yes No If yes, complete the following:
Name(s) Relationship(s) Department(s)

Washington State labor laws restrict some employment from persons under 18 years of age. Are you at least 18 years old? Yes No
If no what is your birth date? / /

Can you perform the essential functions of this job with or without a reasonable accommodation? (See job announcement for essential functions)
Yes No

VETERANS' PREFERENCE/SCORING CRITERIA

Pierce County complies with applicable laws regarding veterans' preference and/or scoring criteria for veterans honorably discharged from active military service. Proof of veteran status will be required to award scoring criteria.

Are you a veteran with an honorable discharge? Yes No
Do you claim veterans' scoring criteria? Yes No If yes, complete the following items:
Have you ever obtained employment through the use of veterans' scoring criteria? Yes No
If yes, where
Are you retired from military service and receiving veterans' retirement payments? Yes No
All dates of active duty: From / / To / / From / / To / /

EDUCATION

Did you graduate from high school or receive a GED certificate? Yes No

Table with 6 columns: Name of college, university, vocational school; Major; Full Years Completed; Title of Degree; Degree Received Yes/No; Credit Hours Earned

Table with 6 columns: Professional Licenses & Certification; Type of License; Issued Yes/No; Issuing State; Number; Expiration Date

**EMPLOYMENT HISTORY**

LIST YOUR WORK EXPERIENCE FOR AT LEAST THE LAST 10 YEARS INCLUDING SELF-EMPLOYMENT, MILITARY SERVICE, VOLUNTEER WORK AND PERIODS OF UNEMPLOYMENT AND ANY RELATED EXPERIENCE BEYOND 10 YEARS. ATTACH ADDITIONAL SHEETS IF NECESSARY. BE AS COMPLETE AS POSSIBLE IN OUTLINING THE DUTIES OF EACH POSITION. FAILURE TO DO SO MAY AFFECT THE CREDIT YOU RECEIVE FOR EXPERIENCE.

**MOST RECENT EXPERIENCE**

Employer \_\_\_\_\_

Address \_\_\_\_\_

Position	Hours worked each week			Starting salary	Last salary
Total years/months	From	/	/	To	No. of employees you supervised
Supervisor	Phone ( )				
Specific duties					
Reason for leaving or considering change					

**OTHER EXPERIENCE**

Employer \_\_\_\_\_

Address \_\_\_\_\_

Position	Hours worked each week			Starting salary	Last salary
Total years/months	From	/	/	To	No. of employees you supervised
Supervisor	Phone ( )				
Specific duties					
Reason for leaving or considering change					

**OTHER EXPERIENCE**

Employer \_\_\_\_\_

Address \_\_\_\_\_

Position	Hours worked each week			Starting salary	Last salary
Total years/months	From	/	/	To	No. of employees you supervised
Supervisor	Phone ( )				
Specific duties					
Reason for leaving or considering change					

**AGREEMENT, CERTIFICATION AND AUTHORIZATION**

I hereby certify, under the penalty of perjury in the State of Washington, that this application contains no willful misrepresentation or omission and that the information given is true and complete to the best of my knowledge and belief. I am aware that should an investigation at any time disclose any such misrepresentation, omission, or falsification, my application may be rejected, my name may be removed from consideration or I may be discharged from my employment.

I authorize my current or former employers and all schools or educational and technical institutions which I have attended to provide Pierce County representatives any information regarding my current or former employment, scholastic records or ratings. I hereby release and hold harmless any such current or former employers or institutions, their agents or employees from any and all liability resulting from the release of such information. My authorization and release from liability are knowing, intelligent and voluntary acts.

I am willing to submit to a pre-employment physical examination, including controlled substance testing, if required.

I understand that as a condition of employment I must provide documentation to demonstrate authorization to work in the United States as required by the Immigration Reform and Control Act of 1986.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

PIERCE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER