



**South Windsor Parks & Recreation Department
Recreation Leader – Special Events**

Job Details:

\$18 an hour, must be at least 18 years old

Schedule: Various based on Special Event

Reports to: Recreation Supervisor Special Events and Inclusion

Summary:

Under general supervision, assists with set-up/operation/tear-down of various special events throughout the year. Events include but not limited to: Egg Hunt, summer concerts, patriotic events, fishing derby. This position is a casual part-time position with flexible hours.

Essential Functions:

Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. The list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class.

- Assists with small-scale events, outdoor concerts, outdoor pop-up events, and smaller family events. Assists with event set-up, operation and tear-down.
- Complies with Town and departmental rules and regulations, policies, and procedures.
- May wear mascot costume and be mindful of care of the costume. Maintain mascot persona whenever in costume. Demonstrate knowledge of human behavior to read situations (when to approach or leave a situation, how to physically engage situations in an appropriate manner without using voice).
- Performs other duties as assigned.

Qualifications:

Must be at least 18 years of age.

Must have driver's license.

Some college experience preferred.