

Assistant Director of Youth Summer Recreation Program

Your cover letter should include the position for which you are applying; there is no additional application form. The deadline for applications is March 8, 2010. Kindly mail or drop off your resume, reference contact information and copies of required documents to:

Kathy Lange, Director of Parks and Recreation

Haddon Heights Borough Hall

625 Station Ave

Haddon Heights, NJ 08035

Deadline is March 8, 2010

The Assistant Director of the Youth Summer Recreation Program will assist the Director in the organization and oversight of the program activities. The Assistant Director will help in the daily supervision of participants and the set up of scheduled events. Work hours will be the same as the Director's during the program.

Qualifications:

The Assistant Director of the Youth Summer Recreation Program must be at least 20 years of age and submit to a Criminal History background check if not in possession of a State of NJ, Department of Education letter of approval for criminal history record processing. Experience in related school or community programs is required. Contact information for 2 professional and 2 references is required.

Salary: \$1,000 Payable in 4 installments: July 1, July 15, July 29 and Aug 5