

**Grand Blanc Parks & Recreation  
Job Posting**

**Position:** Recreation Programmer  
**Location:** Community of Grand Blanc  
**Salary:** \$30,000-\$44,000 plus benefits  
**Submit Resume To:** Grand Blanc Parks & Recreation Commission  
360 E. Grand Blanc Rd.  
Grand Blanc, MI 48439  
Fax (810) 695-0888  
E-mail: grandblancparksrecreation@gmail.com  
**Starting Date:** Position to be filled by October 29, 2018

Coordinates activities as assigned by the Director and Assistant Director. Will oversee youth sports programs, with main responsibilities to include youth baseball, softball, football, and basketball. Assists in developing and implementing special needs programs, after school programs, and special events for youth of all ages. Recruits staff for a variety of programs. Assists in scheduling facilities used in programming youth activities. Develops and maintains effective communications and promotions with the community related to Parks and Recreation programs, services and facilities. Awareness of safety, health and emergency procedures pertaining to staff and participants. Must keep abreast of new trends and developments in the recreation field. Updates and creates content for social media. Makes required reports to the Director, Assistant Director and Commission. Assists in special events when assigned by the Director or Assistant Director. Performs all other duties as required. Minimum Requirements: Bachelor's Degree in Recreation and Parks Administration. Applicants should have knowledge normally acquired through the completion of Bachelor's degree in Parks and Recreation or related field or equivalent professional experience.

Resume must be received by October 5, 2018