

## ARTS & CRAFTS SUPERVISOR

SALARY: \$15.00

HOURS: Up to 35 hours a week

DAYS: Sunday-Saturday

REPORTING TO: Arts and Crafts Coordinator

TRANSPORTATION: A reliable car is necessary. Supervisors will be required to travel for work related purposes. Failure to have a vehicle 3 days over the summer will result in termination and ineligibility for rehire.

TRAVEL EXPENSES: Yes. Employees will be reimbursed for mileage.

QUALIFICATIONS: Must be a creative and self-motivated individual who likes to work with children of all ages.

CPR/AED for the Professional Rescuer and First aid required.

DUTIES: To help organize, and implement with the Arts & Crafts Coordinator, an Arts & Crafts/Special Events program to be presented at a specific park(s). To work the Folk Festival and other Special Events as needed.

RESPONSIBILITIES:

1. To wear Parks & Recreation shirt and fanny pack.
2. To get programs set up, ready, and implement for scheduled times.
3. To work special events such as Folk Festival, National Night Out, and any
4. others as assigned by the Arts & Crafts Coordinator.  
To have a reliable car on a daily basis and be able to travel for work related duties.
5. Interact with parents, children, staff, and other employees in a professional and respectful manner.
6. Oversee covid protocols as determined by the Department, Board of Health and state Health Department.
7. To perform all other duties as needed.