

Town of Yarmouth
Yarmouth Parks, Recreation, & Community Services
Program Supervisor

Position Advertisement

Parks, Recreation & Community Services Department (YCS) - The Town of Yarmouth, Maine seeks to hire a professional to plan, organize, coordinate, and supervise Clipper Day Camp, Clipper Before and After Care, Vacation Camps, and special events. Additional oversight may be given to various programs, activities, camps, and volunteer opportunities in the role of Program Supervisor. The department prides itself on offering a variety of programs, events, camps, services, volunteer opportunities, parks, fields, trails, miscellaneous services and many other recreational amenities throughout the town.

The Town is seeking an eager professional to become part of the YCS team. The qualified applicant will continue the legacy of our town's philosophy as well as a history of providing caring and quality services and programs. The Town seeks a creative, self-motivated, organized individual with team skills, personal relations, and supervisory capacities.

Requirements: Graduation from a two-year college or university in park, recreation, leisure administration or related degree; 1 year of supervisory experience in a recreation-related field; and/or any equivalent combination. Knowledge of modern principles and practices of recreational and childcare programs as well as special event planning and design is desired. Candidate must have experience supervising programs and the ability to establish and maintain effective working relationships with departmental employees, Town and School officials, elected officials, the public and members of Boards and Commissions.

Must possess a valid Class C driver's license. Must possess, or acquire within 3 months, valid CPR certification and first aid training. Offers of employment are contingent upon the completion of professional background confirmation, satisfactory criminal background check, and physical exam.

Interested applicants must submit cover letter, handwritten Town of Yarmouth employment application, two (2) letters of professional reference by Thursday, March 23, 2023 at 12:00noon to:

Town of Yarmouth
c/o YCS Prog. Supervisor
200 Main Street
Yarmouth, ME 04096

or by email to:
KMacNeill@yarmouth.me.us

In subject line, please type: YCS Prog Supervisor Search