

## **Program Supervisor – Rec Basketball League**

**Rate:** \$15.00/hour

**Job Description:** The Basketball Program Supervisor oversees the youth Recreation Basketball League games. Maintains safety standards and practices at all times. Follows and enforces town and department policies. Ensures quality customer service to all program participants.

### **General Duties:**

- Provides onsite supervision for league games on Saturdays.
- Oversees staff and referees during games.
- Monitors coaches, players and spectators throughout game to ensure sportsmanship.
- Assists the Recreation Supervisor with aspects of planning a winter Recreation Basketball League for groups from K-8th grade
- Prepares written reports as requested, prep rosters and maintain documents.
- Maintains superior communication with supervisors, coaches, referees, participants and parents
- Ensures the safety and well-being of all program participants by providing high quality risk management at all times
- Other duties as assigned

### **Qualifications:**

- Experience working with children and supervising staff in a youth sports environment
- Working knowledge of the sport of basketball, scheduling and excellent communication
- At least 18 years of age with a valid driver's license and transportation.

**Reports to:** Recreation Supervisor and the Director of Parks and Recreation

**Status:** Seasonal: during basketball season on Saturdays (hours vary based on program needs).

**Please send application to CAO Office (4 Market Street Collinsville). Application listed in the forms section.**