



## HUMAN RESOURCES

STEPHANIE WEAVER  
Human Resources Director

KARLA J. GIGLIO  
Human Resource Specialist

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Benefits Administrator

### *City of South Portland* *Parks, Recreation and Waterfront Department*

#### **School Age Site Leader**

South Portland Parks, Recreation & Waterfront is currently looking for a Site Leader in our Before and After School Program leading activities and providing staff supervision and care for children in grades Kindergarten through 5<sup>th</sup> grade. The School Age Site Leader will also work with our Vacation Camps, Teacher Workshop Days, Early Release Day programs and Summer Recreation Camp.

This is a permanent part-time position working 30 hours a week, Monday – Friday during the school year (hours may vary during school vacation weeks, in-service days and teacher workshop days).

During the summer months, this position is 40 hours a week and will serve as a Summer Recreation Camp Leader, Monday – Friday.

Applicants must be at least 18 years old and have at least 2 years' experience working with school age children (K-5). Ability to manage, supervise and positively motivate staff.

Must be dependable, mature, flexible and a good role model.

Supervisory experience is required.

The City of South Portland offers competitive pay and a robust selection of employee benefits, including an excellent health plan with affordable family coverage, matched retirement options, dental, vision, life, income protection, long term disability, flexible spending accounts and more. The City also offers tuition reimbursement, an acclaimed wellness program, health insurance "payment-in-lieu", and professional development opportunities.

The City of South Portland is proud of its talented and dedicated workforce and provides employees with inspiring leadership; stability; a positive, family friendly workplace; and the support, encouragement and tools for successful careers. Come join our team dedicated to service excellence!

Starting at: \$15.21

**Applications will be accepted until suitable candidates are found.**

To apply, you may e-mail a cover letter and resume to [apply@southportland.org](mailto:apply@southportland.org)

**Or mail or drop off an application to**

City of South Portland  
Karla Giglio, Human Resources Specialist  
25 Cottage Road; South Portland, ME 04106

Applications are available at the South Portland Community Center, 21 Nelson Road  
Or our website (fillable application) at: [www.southportland.org](http://www.southportland.org)

25 Cottage Road • P.O. Box 9422 • South Portland, Maine 04116-9422

Telephone (207) 767- 7682 • Fax (207) 347-8303

Website: [www.southportland.org](http://www.southportland.org)