



SEASONAL EMPLOYMENT

Town of Lysander

Department of Parks and Recreation

8220 Loop Road; Baldwinsville, New York 13027

315-635-5999 parks@townoflysander.org

Job Description:

Position: Seasonal Part-Time Park Attendant

Description: The work of this position involves the responsibility of the Parks grounds and facilities, orderly use of recreation facilities, conduct of participants, and issuing and collection of equipment during scheduled work hours within the operating hours of Lysander Park. Under supervision of the Director of Parks and Recreation the individual in this position will be required to work alone nights, weekends and holidays through October 31, self-direct shift duties from a list of routine responsibilities and non-routine assignments provided by the Director or appointed supervisor, and make decisions in the absence of the Director or supervisor that are in the best interest of Lysander Park, it's representatives, and patrons.

Routine Job Activities:

- Maintain the cleanliness of public restrooms in compliance with established standards,
- Maintain the cleanliness of the grounds by picking up litter throughout the entire property,
- Remove trash from the park provided containers located throughout the entire property,
- Enforcement of Park Rules and Procedures,
- Monitor scheduled and unscheduled use of all recreation facilities,
- Perform inspection of pavilions, playground, spray park, community room, restrooms, athletic fields and courts, and parking lots,
- Grounds maintenance including the raking of leaves, grass, sand, wood chips, mulch, etc., sweeping of courts, and walking trails, removal of weeds from planting beds, pavement cracks, etc.,
- Answer the telephone, relaying messages and providing directions upon request,
- Issuing and collecting recreation equipment,
- Patrol entire park grounds with the use of provided golf cart so as to make physical contact with coaches or administrators of sports organizations contracted to use the parks athletic fields and courts,
- Help park patrons as seen needed or requested,
- Secure all of the park's facilities and grounds upon closing hours,
- Keep simple records of lists, logs and participation figures,
- Prepare athletic fields and courts for use,
- Other job activities as assigned.

Duration: May 1 – October 31; flexible

Hours: 16-24 per week; flexible

Wage: \$13.20 per hour