

Field Supervisor - Youth & Adult Softball Leagues

City of Spring Lake Park

Pay: \$13.00 - \$14.00 per hour

Part-time Seasonal, non-exempt, not benefit eligible

The Parks & Recreation Department is recruiting positive and enthusiastic people from all backgrounds and levels of experience to deliver quality customer service to our Youth & Adult Softball program participants.

Work hours will be Monday - Thursday & Sunday evenings, as well as tournament weekends (see dates below under *Important Program Dates*). Up to 20 hours/week.

Job Summary

In this job you will:

- Review fields prior to play and make necessary preparations for league play, including installing bases, raking fields, & re-chalked baselines and batter's box.
- Promptly complete reports and communications essential to the administration of park activities.
- Report maintenance concerns when necessary.
- Establish, maintain, and foster positive working relationships with program participants and the general public.
- Maintain regular communication with the League Coordinator and be available to assist youth umpires with questions pertaining to league rules from coaches, players, and/or spectators. Communicate and document any problems, issues, or incidents that come up throughout the season.
- Ensure safety precautions are taken in all activities, and follow proper emergency procedures when needed.

Reasonable accommodations may be made to enable individuals to perform these essential functions.

Why Work as a Field Supervisor?

- Ideal position for a first job.
- Spend your summers outside working to make a difference for the residents of Spring Lake Park.
- Spring Lake Park - Parks and Recreation Swag (t-shirt, hat, bag)

Under the direction of the Parks and Recreation Director, Recreation Supervisor, and Playground Leads, the Field Supervisor position will enhance the quality of life for all residents and foster individual and community in all aspects of physical, mental, social and environmental through recreational opportunities.

Qualifications

What is needed to apply for this job?

- Must be 16 years of age.
- Evening and weekend availability.
- Ability to lift/move 50 pounds.
- Capable of using necessary hand tools such as rakes, shovels, brooms, and chalker.
- Basic Resume - Don't have one?
 - [CLICK HERE](#) to learn about resumes from Indeed.com

You may be a great fit if you have:

- Enjoy working outside.
- Participated in activities, sports, clubs, or other groups.
- Have the ability to display courtesy, patience, and friendliness.
- Have CPR/First Aid training.
- Have previous experience working with children, but it is not necessary.

Important Program Dates

| | Youth League | Adult League Summer | Adult League Fall |
|-----------------------|----------------------------------|--------------------------------|--------------------------------|
| Regular Season | May 20 - July 18 | April 28 - July 14 | Aug 4 - Sept 22 |
| Tournament | Thurs, July 25 - Sat, July 27 | Fri, July 19 & Sat, July 20 | Fri, Sept 27 & Sat, Sept 28 |

City Expectations

We are a service organization. We take pride in what we do. We cultivate a supportive, encouraging and productive culture with a strong customer focus. We promote wellness and plan work/life balance into our goals. We value differences and foster inclusion. We achieve success by exhibiting our core values: collaboration, innovation, integrity, performance and relationships.

City of Spring Lake Park Employment Process

The City of Spring Lake Park conducts a Criminal history pre-employment check for this position.

All final candidates must successfully complete and pass the City's evaluation of the pre-employment process before their first day of employment with the City.