

CITY OF SEWARD
POSITION ANNOUNCEMENT
PROGRAM ASSISTANT – TEEN REC ROOM COORDINATOR

The City of Seward is seeking interested persons for the position described below. A complete job description and application for employment can be obtained from the City of Seward Personnel Office. This position will be open until filled.

This is a **regular, full-time position, with benefits**, starting at \$15.19/hr. This position is responsible for the operation and management of the Teen Rec Room's recreation programs, with cross-training for the Sports and Recreation Division and the TYC Division. Develops program concepts, plans activities, assists in marketing and coordinates programs such as day drop-ins, planned structured programming, classes, on-going programs and special events, primarily for teens and middle-school age students.

Successful applicants must pass a background investigation and drug testing. Preference may be given to current City employees. A resume, cover letter and completed application for employment can be sent to the City of Seward Personnel Office, 410 Adams Street, (907) 224-4074 or by emailing HR@cityofseward.net.

The City of Seward is an Equal Opportunity/Affirmative Action Employer.