



NYC Parks

CITY OF NEW YORK PARKS & RECREATION

CITYWIDE JOB VACANCY NOTICE: Job ID No. 337574

Office Title: Recreation Specialist

Civil Service Title: Recreation Specialist **Title Code No:** 06070 **Level:** NA

Salary: New Hire Rate: \$20.16/hour Incumbent Rate: \$23.18/hour

Number of Positions: 3 **Work Location:** Ocean Breeze, Staten Island

Ocean Breeze Park is a 2,500-seat athletic complex that boasts state-of-the-art indoor track and field amenities, exercise rooms and a food concession. The facility is a premier destination for athletic events, drawing competitors from around the region. Future capital plans include various sport fields and a cross-country running course.

Major Responsibilities

- Under supervision, conduct dynamic and innovative workshops, sports and specialized recreational programs for the Recreation division.
- Develop and facilitate programming to engage New Yorkers in sports, fitness and outdoor adventure.
- Lead and coach youth programming as well as track & field activities and events.
- Instruct participants in basic fitness skills, including proper fitness equipment use, basic safety precautions and the health benefits of regular exercise.
- Lead fitness classes, practice sessions and facilitate sports programs for New Yorkers of all ages.
- Maintain equipment and fitness areas on a daily basis, including keeping an inventory of necessary materials and supplies. Inspect public spaces and report evidence of unsafe or hazardous conditions.
- Establish program objectives, evaluate recreational programs and design cutting-edge curricula.
- Supervise, develop and implement afterschool, teen and summer camp curricula that meet all Department of Health (DOH) criteria.
- Promote NYC Parks Recreation Center memberships and assist in events and special projects.

Qualification Requirements

1. Three years of participation in an art, craft or other recreational pursuit as a teacher, performer, coach, official, contestant or demonstrator, including at least one year of experience in that art, craft or recreational pursuit to be performed on the job, as described below; or
2. Major study in that art, craft or recreational pursuit to be performed on the job, as described below, acquired in a high school, college or other appropriate institution over at least a three year period; or
3. A satisfactory equivalent combination of education and experience as described above. However, all candidates must have at least one year of experience or education in that art, craft or recreational pursuit to be performed on the job as described below.

Job assignments are limited to the following recreational activities: woodworking, weight lifting, tennis, aquatics, soccer, fencing, golf, gymnastics, ham radio, horseback riding, hockey, figure skating, martial arts, music, nature study, art, photography, dramatics, dance-roller skating, small crafts, sewing, astronomy, auto mechanics, baton twirling, bridge, chess, modern dance, dog obedience, puppetry, boxing and storytelling.

Residency in New York City, Nassau, Orange, Rockland, Suffolk, Putnam or Westchester counties required for employees with over two years of city service. New York City residency required for all other candidates.

Preferred Skills/Qualifications

1. Bachelor's or Master's degree in physiology, recreation or a sports related field.
2. Experience in coaching, teaching fitness classes and sports.
3. Knowledge of track & field and endurance sports training.
4. Excellent communication, organizational and customer service skills.
5. Proficiency in computer software including Microsoft Word, Excel and PowerPoint.
6. Valid New York State driver license.
7. Able to work weekends and non-traditional hours.

How to Apply

Parks Employees:

1) From a Parks computer: Access **Employee Self Service (ESS)** from the Parks Intranet under Applications or use this link: <https://hrb.nycaps.nycnet/>. Once in **ESS**, go to Recruiting then Careers and search for **Job ID# 337574**. Do not access **ESS** using nyc.gov/ess from a Parks computer.

Parks & City Employees:

2) From a Non-Parks computer: Access **Employee Self Service (ESS)** by going to nyc.gov/ess or use this link: <https://a127-ess.nyc.gov/>. Once in **ESS**, go to Recruiting then Careers and search for **Job ID# 337574**.

Include your ERN and **Job ID# 337574** on your cover letter and resume.

All other applicants:

Click here to apply: [Recreation Specialist](#) OR

Go to nyc.gov/careers/search and search for **Job ID# 337574**

POST DATE: 03/16/18

POST UNTIL: 04/06/18

NOTE: All resumes must be received no later than the last day of the posting period. References will be required upon request.

nyc.gov/parks

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TELECOMMUNICATIONS DEVICE FOR THE DEAF: (212) 504-4115