

**City of New York/Parks & Recreation**  
**Seasonal Job Vacancy Notice**  
**Civil Service Title: Playground Associate**  
**Office Title: 2-month Kids in Motion Playground Associate**  
**New Hire Rate: \$ 15.97/hour**  
**Work Location: Citywide**  
**Duration: Two months starting July 1**

Elementary school-aged children often gain weight over the summer due to a lack of structured, active, outdoor play. *Kids in Motion* gets children in NYC “off the couch” and into playgrounds to get fit while having fun. Sedentary children are likely to become sedentary adults, but by introducing children to physical activity in a fun, non-competitive environment, *Kids in Motion* can help them achieve and maintain an active lifestyle through adulthood. *Kids in Motion* staff (Playground Associates) lead four to seven hours of free activities for children per day, including organized sports, games, fitness demos, guided walks, board games, water games and more!

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**MAJOR RESPONSIBILITIES**

- Organize group or team games, tournaments, multi-game events and other formal competitive activities.
- Distribute, collect and perform minor repair and adjustments to athletic equipment and play materials.
- Ensure proper health and safety standards of playground by removing broken glass, litter or other hazardous materials.
- Inspect play areas and reports evidences of unsafe or hazardous conditions. Cordon off or remove hazardous equipment. Write work orders for repairs.
- Organize the community by attending meetings and assemble volunteers to assist in recreational programming, including teen programs, holiday events and upkeep of the playground and facilities.
- Uphold discipline and prevent disturbances within the recreational area.
- Accurately record and track memberships, enrollments, attendance and facility permits for membership office.
- Coordinate mailing lists, fliers and correspondence for the special events division.
- Maintain accurate records.

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**QUALIFICATION REQUIREMENTS**

1. A four year high school diploma or its educational equivalent, and either:
  - a) Two summer seasons, or six months, of experience as an instructor, counselor, or coach in an organized recreational program; or
  - b) Completion of sixty credits toward a baccalaureate degree in an accredited colleges; or
2. Education and/or experience equivalent to “1” above.

**PREFERRED SKILLS/QUALIFICATIONS**

1. Excellent communication and organizational skills.
2. Experience coaching, teaching art or tutoring.
3. Valid New York State driver license.

**To apply, please submit cover letter & resume to the email address associated with the borough where you would like to work:**

**Brooklyn:** [Alyson.Chiaramonte@parks.nyc.gov](mailto:Alyson.Chiaramonte@parks.nyc.gov)  
**Manhattan:** [Manhattan.recr@parks.nyc.gov](mailto:Manhattan.recr@parks.nyc.gov)  
**Queens:** [Queens.Recreation@parks.nyc.gov](mailto:Queens.Recreation@parks.nyc.gov)  
**SI:** [richard.costello@parks.nyc.gov](mailto:richard.costello@parks.nyc.gov)  
**Bronx:** [Melissa.James@parks.nyc.gov](mailto:Melissa.James@parks.nyc.gov)

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AND  
THE CITY OF NEW YORK / PARKS & RECREATION  
ARE EQUAL OPPORTUNITY EMPLOYERS  
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