

# The City of West Hollywood is seeking a **RECREATION LEADER II** in the Recreation Services Division

**Ideal Candidate:** The Recreation Services Division has an exciting opportunity for a passionate and motivated Recreation Leader II! The ideal candidate will be self-directed with strong interpersonal, customer service, and leadership skills. A demonstrated track record of direct, hands-on experience overseeing recreation programs, educational programs and/or special events, including program planning, budgeting and execution is essential for success in this position. Applicants with direct recreation management software experience such as ACTIVE Net and Class are preferred. Marketing and social media experience to promote programs is highly desirable.

**Please Note:** City parks and centers are open year-round Monday through Sunday, 8AM - 10PM. Shifts may include 8AM - 5PM, 1PM - 10PM, and/or other irregular hours as assigned, including weekends and some holidays. Schedule may vary based on program/event needs.

## **MINIMUM QUALIFICATIONS REQUIRED:**

### **Education and Experience:**

- Associate's degree or equivalent from a two-year college or technical school; and,
- Two to three years of progressively responsible related experience; or,
- Any combination of education, training and experience which provides the required knowledge, skills, and abilities to perform the essential functions of the job.

### **Licenses and Certifications:**

- CPR/First Aid Certification (desirable)

**\$51,978.60 - \$66,413.16 ANNUALLY**  
**APPLICATION DEADLINE:**  
**MARCH 9, 2023 AT 5:00 PM PACIFIC**

For job details and requirements, and to apply online, please visit  
[weho.org/jobs](http://weho.org/jobs)  
EEO/AA



City of West Hollywood  
California 1984