

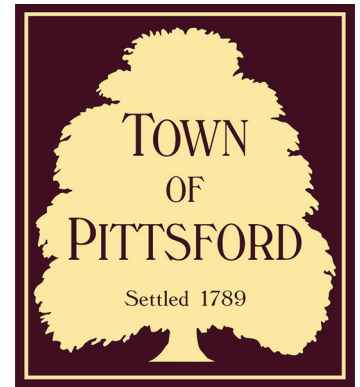
JOB OPENING

Recreation Department

Position: Program Director- Child Watch
(Part-Time)

Posted: April 13, 2018

Deadline: June 15, 2018



The Town of Pittsford has an opening for the position listed above.

The Town of Pittsford Recreation Department has an opening in the Child Watch program for a Program Director position. The Program Director will plan and implement age appropriate activities for children 18 months-6 years old. Job responsibilities include, creating daily schedules, delegating responsibilities to child watch staff, processing payments, maintaining weekly records and other program documents. The program director must be actively engaged with program participants and parents.

The program hours are Monday - Friday, 8:00AM-1:00PM beginning in the fall of 2018. With additional hours for program planning.

Candidates should have experience working with children, strong communication skills, and the ability to multi-task. A degree in Education, or a related field, is preferred.

Starting rate for this position is \$13.20 per hour commensurate with experience.

You may contact Alison Burchett at (585)248-6287 or email aburchett@townofpittsford.org for more information.

Responding to the Town of Pittsford residents for information and concerns is an important aspect of this job. The candidate must have the ability to communicate effectively with the general public and act as a representative for the Town of Pittsford.

Background checks are required for all employment in the Town of Pittsford. All offers will be subject to successful completion of an acceptable background check.

Interested candidates should send an application by mail, email or fax to:

Town of Pittsford
11 South Main Street
Pittsford, NY 14534
Attn: Personnel Department

Email to: cfleming@townofpittsford.org
Fax to: (585) 248-6247
For an employment application, click [HERE](#)