

Towns of Mapleton, Castle Hill, & Chapman
SEASONAL RECREATION DIRECTOR

The Towns of Mapleton, Castle Hill, and Chapman are seeking an enthusiastic and organized **Seasonal Recreation Director** to oversee and coordinate recreation programs serving our three communities from May through October.

This position works under the general direction of the Town Manager and is responsible for planning, scheduling, and supervising recreation activities, staff, and facilities. The ideal candidate enjoys working with the public and creating safe, engaging recreational opportunities for residents of all ages.

Key Responsibilities:

- Plan, schedule, and supervise recreation programs and activities
- Oversee the operation, care, and maintenance of recreation facilities and equipment
- Ability to become Pool Operator Certified
- Supervise, train, and schedule seasonal recreation staff
- Prepare schedules, reports, and promotional materials
- Coordinate equipment, supplies, and transportation for activities and events
- Promote recreation programs within the community
- Perform related duties as assigned

Qualifications:

- Knowledge of recreation program planning and administration
- Strong organizational, communication, and supervisory skills
- Ability to work effectively with staff, town officials, and the public

Education & Experience:

- Three to five years of recreation experience preferred, including supervisory experience, and/or an equivalent combination of education and experience

Additional Requirements:

- Valid driver's license
- Ability to perform essential job functions

Position Type: Seasonal

Pay Range: \$17.33 – 23.96

For consideration, submit resume and application to: Town Manager; PO Box 500; Mapleton, ME 04757 or townmanager@mapletonmaine.gov Applications and further information may be obtained at www.mapletonmaine.gov

Towns of Mapleton, Castle Hill, and Chapman are an equal opportunity employer