

Summer Jobs – Parks and Recreation Department

The City is accepting applications for several seasonal positions in the Parks and Recreation Department.

RECREATION PROGRAMS - For questions contact Jon Bullard at 966-0228.

Summer Program Recreation Lead – Leads youth focused activities such as Movies in the Park and other specialty camps/programs. College students with an education major preferred. Must have CPR/First Aid certification or ability to obtain one. Wage range - \$16.00-\$18.53 per hr.

Summer Program Recreation Aide – Must have CPR/First Aid certification or ability to obtain one. Experience working with youth required. Wage range - \$14.20-\$15.97 per hr.

PARKS - For questions contact Todd Kligel at 276-8100.

Seasonal Laborer – Positions perform labor required to landscape and maintain parks and cemetery grounds including cultivation and care of shrubs, trees, flowers, and lawn turf, control of weeds, mowing, irrigation, waste disposal, and maintaining restrooms, shelters, and other park facilities. Wage range - \$14.20 - \$16.95 per hour.

AQUATIC CENTER - For questions contact Jeff Hamilton at 966-0229.

Lifeguard - Position requires: Current Red Cross Lifeguard Training, Standard First Aid, AED, CPR for the Professional Rescuer, or equivalent training as recognized by the American Red Cross or State. Must be at least 18 years of age. Wage range - \$13.70-\$14.70 per hr.

Swim Instructor/Lifeguard - Requirements same as above plus must have Water Safety Instructor certification. Must be at least 16 years of age. Wage range - \$13.70-\$14.70 per hr.

Swim Instructor Aide - Position requires: Current Red Cross Lifeguard Training, Standard First Aid, AED, CPR for the Professional Rescuer, or equivalent training as recognized by the American Red Cross or State. Must be at least 14 years of age. Wage \$13.70-\$14.45 per hr.

Admission/Concession Attendant - Provide customer service at Aquatic Center admission desk or in food court. Must be 15 years of age at time of employment; have current food handler card; and possess good public service skills. Wage range - \$13.70-\$14.20 per hr.

Admission/Concession Lead - Provide customer service at Aquatic Center admission desk or in food court. Must be 18 years of age at time of employment; have current food handler card; possess good public service skills and have prior experience. Wage \$15.00-\$15.50 per hr.

Pool Assistant Manager – Assist supervising the Aquatic Center facility and staff. Must be 18 years of age. Position requires: Current Red Cross Lifeguard Training, Standard First Aid, AED, CPR for the Professional Rescuer, or equivalent training as recognized by the American Red Cross or State, CPO preferred. Wage range - \$16.00-\$19.00 per hr.

Lesson/Event Coordinator – Responsible for coordinating aquatics lessons and events at the facility. Must be 18 years of age. Position requires: Current Red Cross Lifeguard Training, Standard First Aid, AED, CPR for the Professional Rescuer, or equivalent training as recognized by the American Red Cross or State, CPO preferred. Wage range - \$15.50-\$17.00 per hr.

Head Lifeguard/Shift Manager – Assists Recreation Supervisor and Asst. Pool Manager with supervising facility and pool staff. Position requires: Current Red Cross Lifeguard Training, Standard First Aid, AED, CPR for the Professional Rescuer, or equivalent training as recognized by the American Red Cross or State. Must be 18 years of age. Wage \$14.25-\$15.25 per hr.

All wage ranges depend on experience (DOE) and/or certificates held. Complete job descriptions are attached.

All positions require the ability to pass a criminal background check.

Applications are available at City Hall, 500 SW Dorion, or at www.pendleton.or.us. Completed applications must be returned to the Human Resources Office at the same address no later than 5:00 pm on the closing date of April 30, 2025. The City of Pendleton is an Equal Opportunity Employer.