



**City of Bowling Green  
Part-Time Temporary Position  
Program Supervisor-Sports  
Starting Pay-\$8.50 per hour**

The Bowling Green Parks and Recreation Department is seeking a mature, career-minded individual to serve as Program Supervisor – Sports. This is a temporary, hourly position without fringe benefits beginning in the spring and continuing through the summer.

RESPONSIBILITIES would include, but would not be limited to: Supervising all summer youth sports including youth softball, and Start Smart sport programs; assisting in day-to-day operations of Carter Park softball complex and sand volleyball leagues; assisting in routine park office duties; preparing necessary schedules and reports; all other duties as assigned by Sports Specialist. Employee will be expected to work between 20-40 hours per week. Hours will vary by assignment. There will be many evening and weekend assignments.

REQUIREMENTS: Applicants must be at least 18 years of age with experience in the recreation or sports management field; have demonstrated an ability to organize and supervise people of diverse backgrounds and interests; possess excellent written and oral skills; be computer literate; have demonstrated the sensitivity and ability to work within a public agency, and be willing to attend (at our cost) and be certified in Red Cross First Aid/CPR. Successful applicant will present a positive, pleasant image to the public. It is desired that applicant either possess or be working towards a degree in recreation, sport management, or related field.

**There are no “vacations” or “long weekends”...please apply only if you will be available for the entirety of this appointment.**

Interested parties should bring a resume and complete an application from 8:00 a.m. to 4:30 p.m. at the City of Bowling Green Personnel Department located at 304 N. Church St., Bowling Green, Ohio 43402. Phone: (419) 354-6229. Web: [www.bgohio.org](http://www.bgohio.org). Email: [BGPersonnel@bgohio.org](mailto:BGPersonnel@bgohio.org). AA/EEO