

SPORTS ATTENDANT

Department: Parks & Recreation

Employee Group: Limited Duration

FTE Status: Part Time

FLSA Status: Non-Ex

Salary Grade:

Date: January 2019

JOB DESCRIPTION:

Are you a sports enthusiast and cheerleader on the side lines? The City of West Linn is seeking an enthusiastic Sports Attendant to work for West Linn Parks & Recreation.

Under the general supervision of the Assistant Parks & Recreation Director the city is looking for an individual to help in the youth basketball league. This position will be responsible for onsite supervision of youth basketball league games. This position is temporary and will only be filled

EXAMPLES OF DUTIES:

Duties will include monitoring gym area to ensure facility rules are followed, ensuring safety issues are addressed, interacting with coaches and referees throughout the days games. Weekend work required.

MINIMUM QUALIFICATIONS:

Must be at least 16 years of age and be able to work weekends. Approximate hours are from 7:30 am - 6:30 pm starting November 5th on Saturday's.

SUPPLEMENTAL INFORMATION:

The City of West Linn is committed to maintaining a safe and healthy workplace. Some positions require pre-employment drug testing, passing a medical exam and/or a police background check. Job related reference checks will be conducted prior to employment being offered.

EEO Policy: The City of West Linn is committed to equal employment opportunity as a way to recruit, hire, and retain the most qualified employees. Moreover, it is the intent of the City to actively support and comply with local, state and federal law. Accordingly:

We conform to all the laws, statutes, and regulations concerning equal employment opportunities and affirmative action. We strongly encourage women, minorities, individuals with disabilities and veterans to apply to all of our job openings. We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, gender identity, or national origin, age, disability status,

Genetic Information & Testing, Family & Medical Leave, protected veteran status, or any other characteristic protected by law. We prohibit Retaliation against individuals who bring forth any complaint, orally or in writing, to the employer or the government, or against any individuals who assist or participate in the investigation of any complaint or otherwise oppose discrimination.

Veterans Preference: The City of West Linn provides qualifying veterans and disabled veterans with preference in employment in accordance with state law. Any candidate wishing to have their qualifying veteran's preference applied to the process must submit a qualifying document (DD Form 214 or 215) at the time of application, providing proof of eligibility that includes discharge status. Disabled veterans must also submit a copy of their Veteran's disability preference letter from the US Department of Veterans Affairs at the time of application, unless the information is included in the DD Form 214 or 215.