



**CITY OF PIGEON FORGE  
DEPARTMENT OF PARKS AND RECREATION**

**PART- TIME CAMP COUNSELOR**

**Starting Pay:** \$14.00/hr

**Benefits:** Wellness Program, Employee Assistance Program, uniforms and paid holidays (once eligible).

**Job Description:** This is recreational position assisting with a variety of recreational activities for summer camps operated by the City of Pigeon Forge.

- Greets and assists children participating in recreational events and activities and sets up the program area(s) for daily activities
- Distributes, monitors and collects recreational and game room equipment
- Observes the actions of program participants, maintains discipline and enforces program safety and rules
- Monitors the use of the recreational facilities and cleans and organizes as necessary
- Assists with opening and closing the recreational facilities used for the daily activities
- May be required to work special events at the Community Center

**Minimum Qualifications:** Must be at least 18 years old and possess a valid Tennessee Driver's License. Must have a High School Diploma or Equivalent. Considerable knowledge of recreational facilities operations; knowledge of water safety rules and lifesaving and first aid practices; considerable knowledge of cleaning and maintenance requirements for public recreational facilities; good interpersonal, organizational and decision making skills; Must be able to obtain First Aid, CPR and Lifeguard certifications.

**How to Apply:** A City of Pigeon Forge Employment Application is required for consideration of open positions. An electronic application is available on our website, <http://www.cityofpigeonforge.com/human-resources.aspx>. Paper applications may be picked up at the City of Pigeon Forge Community Center (during operating hours), 170 Community Center Drive, Pigeon Forge, TN 37863. **Mail applications to:** City of Pigeon Forge- Human Resource Department, P.O. Box 1350, Pigeon Forge, TN 37868-1350. **Position Open until Filled**

The City of Pigeon Forge is an Equal Opportunity Employer and considers applicants for all positions, including those that are federal or state sponsored, without regard to race, color, religion, creed, gender, national origin, age, disability, marital or veteran status, sexual orientation, or any other legally protected status. The City is committed to complying with both Titles VI and VII of the *Civil Rights Act of 1964 (42 U.S.C. 2000d)*. The City is a Drug-Free Workplace, and all applicants are subject to a background check, driving history check, and drug testing in accordance with City policy.