



JOB OPENING

MONA CITY RECREATION COORDINATOR

Mona City will accept applications for the above part-time position. Applications may be found online at monacity.org/employment-opportunities or at the City Office during office hours Monday thru Wednesday 11:00am to 5:00pm and Thursday from 9:00am to 4:00pm excluding holidays.

Duties are as follows:

- Planning, organizing, and implementing recreation programs and sporting events
- Help with Mona City Celebration and events
- Other duties as assigned

An ideal candidate will have:

- High school diploma or equivalent
- Valid Utah Driver's license
- Working knowledge of the rules and regulations of a variety of recreational activities or willingness to learn to skills as needed
- Computer skills and knowledge of spreadsheets
- Organizational skills and attention to detail;
- Strong communication skills
- Leadership experience preferred but not required

Starting Salary: \$16/hour

Status: Part-time, Schedule will vary.