

CENTRE REGION PARKS & RECREATION AUTHORITY
**SEASONAL EMPLOYMENT
OPPORTUNITIES
SPRING & SUMMER 2016**

2643 Gateway Drive #1, State College, PA 16801
(814) 231-3071 Fax 814.235.7832
www.crpr.org Email: crpr@crcog.net

As of January 27, 2017

PLEASE READ BEFORE COMPLETING AN [APPLICATION FORM](#).

NOTE: In 2015, the Authority Board updated the “CRPR Child Safety Policy” which requires **criminal background checks** and **child abuse clearances** from the Commonwealth of PA, National Fingerprint Background Checks and Child Safety Training for all applicants (14 years and older) working with or around children. Before you apply, please review the [Child Safety Policy](#) available on www.crpr.org. Employment is contingent upon a review of appropriate clearances.

- All applicants, including former employees, must complete a [CRPR Application Form](#) each calendar year. Resumes may supplement, but not replace an Application Form.
- **Positions are open until filled. Please indicate the start and end dates that you are available for summer employment, if selected.**
- All positions are hourly, seasonal, and carry NO benefits (other than Worker’s Compensation Insurance for on-the-job injuries).
- Note your position preferences on your application (#1 Tennis Instructor, #2 Day Camp Leader, etc.). We will try to meet your preference or, if you so indicate, consider you for more than one part-time position.
- Please note the minimum age requirements listed with each position.
- Priority is given to applicants residing in one of the five participating municipalities. Further, we prefer to hire no more than one person per family.
- The most qualified individuals will be contacted and scheduled for interviews. If you are a college student, please note on your application the dates of your spring breaks or dates away from State College, in the event we wish to schedule an interview.
- All staff age 17 and younger must provide Working Papers prior to the first day of work. See your School Guidance Counselor to apply for working papers.

MILLBROOK MARSH NATURE CENTER STAFF

(SPRING & SUMMER)

PROGRAM LEADERS: Up to 5 part-time positions (Spring)

Job Duties: Planning and leading nature programs for children, assisting with and leading school group programs; assisting with planning special events and family programs.

Season: April/May/June, Monday-Friday, 8:30 AM-2:30 PM
Schedule based on program calendar, occasional weekend hours.

Pay Scale: \$9.50-\$10.50/hr pending qualifications and experience.

Qualifications: Education/recreation background, experience working with young children and leading educational programs preferred.

INTERNS (PROGRAM ASSISTANTS): 3-4 positions (Summer)

Job Duties: Work closely with the Nature Center Supervisor and Program Coordinator to create, plan and lead environmental programs. Assist with nature center operations, programs and events, plus assist with summer camps. Full Job Description available at www.crpr.org.

Season: 14 weeks, May-August. Full time, days and hours vary.

Stipend: A stipend of \$150 per week may be available for each full-time intern.

Qualifications: Experience working with young children and leading group activities. Experience in program planning, outdoor education or recreation a plus. Flexible hours necessary. College courses in environmental science, recreation & park management or education are desired.

DAY CAMP LEADERS – WONDERFUL WETLANDS CAMP: 6 positions (for a 1-week camp)

Job Duties: Plan, organize and oversee daily recreation activities during this one week camp. Each leader is responsible for their own small group.

Season: 1 week: August 7-11 8:00 AM-5:00 PM

Pay: \$9.50-\$10.50/hr pending qualifications and experience

Qualifications: Experience with kids or in a camp setting; ability to provide group management and leadership; ability to participate with a team and be enthusiastic. Minimum age: 18

PROGRAM VOLUNTEERS: The nature center is seeking enthusiastic, energetic volunteers to help lead nature programs at the center and organized, efficient, volunteers with professional communication skills to assist with event preparation and marketing/outreach. Great for students who need volunteer hours and community members to get involved in this amazing nature setting! For more information on volunteer opportunities, please visit MyMillbrookMarsh.org and click “Volunteer & Employment Opportunities”. Applications can be submitted to the [Nature Center Supervisor](#). The [CRPR Child Safety Policy](#) applies to volunteer positions.