

Town of Perinton

Job Title:	Recreation Supervisor (Senior Programs)	Job Category:	Civil Service (competitive)
Department:	Recreation	Location:	Perinton Community Center
Reports to:	Recreation Director	Salary Range:	\$49,511 - \$60,231
Job Summary			
This Recreation Supervisor position is a supervisory position involving the responsibilities of planning, directing, and implementing various 55+ programs and facilities. Examples of responsibilities include coordination of 55+ programs and events, oversight of facilities, management of staff, budgeting, marketing, customer service, and other appropriate duties. The employee reports directly to and works under the general supervision of a Recreation Director or other higher-level staff member. Does related work as required.			
Job Description			
<p>QUALIFICATIONS AND EDUCATION REQUIREMENTS</p> <p>Candidates must be appointed to a Recreation Supervisor or transferable civil service title or this will be a provisional appointment. As a condition of the provisional appointment, the employee would be required to take the next Recreation Supervisor Monroe County Civil Service exam and be reachable on the Civil Service list of eligible candidates.</p> <p>ROLE AND RESPONSIBILITIES</p> <p>Recreation Supervisor (55+ Programs)</p> <ul style="list-style-type: none"> • Develops and coordinates programs geared towards the 55+ Community • Supervise special events geared towards the senior population • Works with Senior Clerk to maintain operations of the 55+ Lounge • Works with Cook, staff, and volunteers to provide senior dining programs • Investigates and creates innovative programming that meets the needs of the new generation of active seniors <p>KNOWLEDGE, SKILLS & ABILITIES</p> <ul style="list-style-type: none"> • Strong customer service and communication skills • Self-Motivated • Proficient in Microsoft Office Suite • Excellent organizational skills • Innovative 			
Posting Dates	June 12, 2025 – June 23, 2025		
Email Cover Letter & Resume	Nina Cypher Human Resources, Town of Perinton ncypher@perinton.org		