



Milford Recreation Department

Location: Town of Milford
Labor Grade: Program Coordinator
Pay Range: \$21.00 - \$23.50 DOE

The Milford, NH Recreation Department seeks a qualified individual to fill the position of F/T Recreation Program Coordinator to assist in planning, organizing, implementing, supervising, and evaluating both year-round and summer programs. The Recreation Program Coordinator participates in the selection and supervision of staff, program registration, purchasing of equipment and supplies and related paperwork; and coordinates with various community organizations on activities.

The Coordinator assists with implementing new recreational activities and events to meet the needs of the community and may require work during some holidays, evenings and weekends. Bachelor's degree and one to three years of related experience preferred or equivalent combination of education and experience which demonstrates possession of the required knowledge, skills & abilities.

Position will be open until filled, with 1st review January 19, 2024. Interested parties are asked to please submit a completed Town application, cover letter, and resume.

(www.milford.nh.gov).

Applications may be submitted:

- on-line at <https://milfordnh.applicantpro.com>
- via email at aberry@milford.nh.gov
- or in person or by mail to:

Milford Recreation Department
1 Union Square
Milford, NH 03055-4240.

The Town of Milford is an Equal Employment Opportunity Employer.