

Bernards Township Parks and Recreation Summer Seasonal Employment Opportunities

Application Process

New candidates are encouraged to apply by March 15th. Applications will be accepted throughout the summer for any position still posted. If a position is not posted it indicates applications are no longer being accepted. Please read specific job descriptions carefully for position expectations and requirements.

Timeline Information - New Applications

- Not every candidate who applies is guaranteed an interview. Interview requests will depend on specific position needs.
- Initial interviews will take place in April. Request for an interview will be sent to the candidate's e-mail address provided on their application.
- Candidates who apply during or after initial interviews will have their application kept on file in the event a position becomes available. We encourage candidates to submit applications for positions that are still posted.

Submit Pool applications to:
Bernards Township Parks & Recreation
Att: Sean O'Grady
1 Collyer Lane
Basking Ridge, NJ 07920
Fax: 908-766-1941
sogrady@bernards.org

Submit Summer Recreation Program and Summer Trip applications to:
Bernards Township Parks & Recreation
Att: Russell Surace
1 Collyer Lane
Basking Ridge, NJ 07920
Fax: 908-766-1941
rsurace@bernards.org

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Pleasant Valley Pool Employment Opportunities

See [pool homepage](#) for operating hours

See [employment opportunities](#) for complete job descriptions and salary rates

Schedule Availability

Employees must be available to work a minimum of 24 hours per week including 1 Weekend Day. Employees are also expected to be available on Holidays – Memorial Day, July 4th, and Labor Day. Employees may request, in advance, time off up to two weeks (14 days). Additional requests for time off will be the responsibility of the employee to find a substitute.

Pool Maintenance Attendant

Age: Must be at least 14 years of age on/before May 1st.

Shifts: Shifts may vary between 4-8 hours in length. Must be able to work a minimum of 24 hours per week. Maximum of 40 hours per week.

Customer Relations

Age: Must be at least 15 years of age on/before May 1st.

Shifts: Shifts may vary between 4-8 hours in length. Must be able to work a minimum of 24 hours per week. Maximum of 40 hours per week.

Lifeguard

Age: Must be at least 15 years of age on/before May 1st.

Certifications: Must hold current Lifeguard, CPR and First Aid certification.

Shifts: Minimum of three, eight-hour shifts per week, most shifts are 10:45am – 7:15pm including a 30-minute break.

Lifeguard Supervisor

Age: Must be at least 18 years of age on/before May 1st.

Shifts: Varies. 25-40 hours during pool operating season, in addition to pre/post season hours.

Certifications: Currently possess Lifeguard Management certification or obtain by start of pool season. Lifeguard Certification preferred, but not required.

Requirements: At least one year of experience supervising aquatic programs is recommended, but not required. Any combination of education and experience equivalent to graduation from an accredited college or university is preferred.

Summer Recreation Program Employment Opportunities

See [Summer Recreation Program Manual](#) for program dates

See [employment opportunities](#) for complete job descriptions and salary rates

Schedule Availability

Employees must be available to work the entire 6-week program (**exception for CITs*). Employees must be available to attend Family Fun Night. Employees are also expected to attend Camp Orientation on the first Saturday in June.

Counselor In Training (CIT)

Age: Must be at least 14 years of age on/before June 1st.

Shifts: Monday-Friday 8:15AM-1:45PM. Must attend staff orientation.

**One week vacation is permitted with advanced notice.*

**Volunteer Position*

Group Counselor

Age: Must be at least 15 years of age on/before June 1st.

Shifts: Monday-Friday 8:15AM-1:45PM. Must attend staff orientation and Family Fun Night.

Group Leader

Age: Must be at least 18 years of age on/before June 1st.

Shifts: Monday-Friday 8:15AM-1:45PM. Must attend staff orientation and Family Fun Night.

Requirements: Any combination of education and experience equivalent to graduation from high school is preferred. A minimum of two years previous Summer Recreation Program or similar experience preferred.

Assistant Site Supervisor

Age: Must be at least 18 years of age on/before June 1st.

Shifts: Monday-Friday 8:15AM-1:45PM. Must attend staff orientation and Family Fun Night.

Certifications: Current First Aid/CPR certification. A certification session will be held during orientation.

Requirements: Any combination of education and experience equivalent to graduation from high school is preferred. A minimum of two years previous Summer Recreation Program or similar experience preferred.