

NOTICE OF EMPLOYMENT

Position: Recreation Director

The Town of Bainbridge hereby gives notice of employment for the position of Recreation Director.

The Recreation Director is responsible for planning, developing, coordinating, and supervising recreational programs and activities for the community, including the town pool and playground program, but not limited to.

Duties include program development, staff supervision, budget oversight, facility scheduling, community engagement, and ensuring safe and inclusive recreational opportunities for all participants.

Qualifications:

- Relevant experience in recreation programming, administration, or community services(preferred).
- Strong leadership, organizational, and communication skills.
- Ability to work flexible hours, including evenings and weekends as needed.
- CPR/First Aid certification (or ability to obtain).
- Valid driver's license and background check may be required.

Employment Details:

- Seasonal position
- Salary-\$4,772.00
- NYS Retirement Eligibility

All interested candidates should submit a resume with references to: Aric McKown, Town Clerk, 15 N. Main Street, Bainbridge, NY 13733 or email to Clerk@townofbainbridgeny.org.

Applications will be accepted until February 6th, 2026 or until the position is filled.