



**CITY OF CHESTER  
JOB VACANCY  
ASSISTANT RECREATION DIRECTOR/PROGRAMS  
SALARY RANGE: \$26,874 - \$31,000.00  
NON-EXEMPT**

**Brief Job Description:** Under limited supervision, assist the Director of Parks & Recreation in coordinating, planning, implementing, monitoring, and evaluating a comprehensive program of recreation and leisure events, programs, activities, and services that promote a lifestyle of wellness and physical activity for citizens of all ages. Interests and abilities.

Performs related administrative and professional work as required. Acts in supervisory capacity in absence of Director. Assists in assembling departmental budget. Bachelor's degree in Parks & Recreation, Physical Education, leisure service, or related field supplemented with recreation programming experience preferred. Reports to the Director of Parks and Recreation.

Application for Position: Submit application/resume to [sjackson@chester.sc.gov](mailto:sjackson@chester.sc.gov) no later than 12 noon, September 3, 2021. Application can be obtained online at [www.chestersc.org](http://www.chestersc.org) and mailed or delivered to S. Jackson, City Administrator, 100 West End Street, Chester, S.C. 29706.

Position is subject to the following: Background Checks, Credit Check, Criminal History, Driving History, Drug Test, Medical/Physical, Psychological Testing, and Documentation of Educational Degrees