

EDINA PARKS AND RECREATION HAS A JOB FOR YOU!

STEPS FOR SUCCESS

- Fill out a seasonal/part-time application
 - Pick a Desired Position
 - Fill out one Application per Position
 - Indicate Position Title and facilities on Application
- You will be contacted in March or early April to set up an interview.
- If you have questions, please call
 - Braemar Golf—952-903-5750
 - Centennial Lakes—952-833-9580
 - Playground—952-826-0367
 - Tennis—952-826-0432
 - Aquatic Center—952-826-0431
 - Park Maintenance—952-826-0305
- Turn it in soon! Applications will be accepted until positions are filled.
 - Applications are available at Edina City Hall, 4801 West 50th St., or, by calling 952-826-0404.



You must be 16 years or older .

2012

YOUTH PROGRAMS & FACILITIES

4801 West 50th Street
Edina, MN 55424
Job Hotline: 952-826-0400
Phone: 952-826-0367
Fax: 952-826-0385
Email: mail@ci.edina.mn.us
Website: www.ci.edina.mn.us

YOUTH PROGRAMS & FACILITIES

ARE YOU
LOOKING FOR A
SUMMER JOB, BUT
DO NOT WANT TO
BE STUCK INSIDE?



Edina Park and Recreation
Tel: 952-826-0367

POSITION	DESCRIPTION	LOCATION/ DEPARTMENT	DATES OF EMPLOYMENT
Playground Leader	Provide recreation programs in neighborhood parks for youth ages 4-12.	Location Varies	Mid June to End of July
Playground Specialist	Plan and implement arts and crafts programs for youth ages 6-12.	Travel to 3-4 different parks per day	Mid June to End of July
Tennis Director and Instructors	Provide on-court tennis instruction to students ages 5—adult.	Edina Community Center Tennis Courts	Mid June to Mid August
Asst. Manager-Aquatic Center	Assist Edina Aquatic Center manager with scheduling and supervising staff.	Edina Aquatic Center	Late May to Late August
Costume Character Scottie	Greet general public by seeking out families with young children and initiating interactions.	Edina Aquatic Center	Early June to Late August
Lifeguard	Enforce pool regulations while being attentive to the general public and their safety.	Edina Aquatic Center	Early June to Late August
Admissions	Welcome guests, balance books and make sure everyone has paid for admission.	Edina Aquatic Center	Early June to Late August
Concession Stand	Prepare and sell concession products while maintaining a clean environment.	Edina Aquatic Center	Early June to Late August
Guest Services	Greet the general public while keeping the entire facility picked up.	Edina Aquatic Center	Early June to Late August
Clubhouse Attendant	Operate the cash register, coordinate use of the putting course, lawn games & paddleboats	Centennial Lakes	May—September
Concession Stand	Prepare and sell concession products while maintaining a clean environment.	Van Valkenburg Park Braemar Golf Course	Late April—Aug. Early April Oct.
Starters/Rangers	Check receipts and start golfers on time, must be 18 years of age.	Braemar Golf Course	Early April to October
Driving Range/ Executive Ranger	Check receipts and start golfers on time. Retrieve range balls, some grounds work. Some evenings and weekends required.	Braemar Golf Course	Early April through October
Beverage Cart Operator	Sell product on golf course, including accurate inventory and balancing books.– Must be 18 years and older	Braemar Golf Course	Early April through October
Pro Shop Cashier	Schedule tee sheets, sell greens fees and merchandise, answer phone calls.-18 and older	Braemar Golf Course	Early April through October
Club House Supervisor	Supervise part time staff and over see events. Nights and weekends required. 30-35 hours	Centennial Lakes	May– September