
CARROLL COUNTY GOVERNMENT POSITION DESCRIPTION
Game Supervisors

General Description: Under the supervision of the County Parks and Recreation Assistant Director, provides Supervisory Support to the Programs of The Carroll County Parks and Recreation Department.

Organization: The Game Supervisor reports to the Assistant Director of Parks and Recreation Department.

Essential Functions: Works in a Professional Position involving supervision and coordination of Recreation Department Programs, Classes and Special Events.

- Assist in Coordination of Ball fields, and Scheduling of Activities
- Assist in Maintenance for the Ball Field and Park Grounds.
 - Before you leave at night make sure all trash is picked up and all trash cans are empty.
 - Make sure all light, scoreboards, and doors are locked.
 - Responsible for maintaining of Bathrooms.
 - Pick up Bathrooms and take out trash daily.
 - Clean Bathrooms on Saturday's and Sunday's before you leave.
 - Before you leave at night make sure picnic shelters are locked.
 - Make sure on Weekends, that Concession Worker gets a break.
- Responsible for Preparing Fields for Games when needed.
 - Mainly on Saturday's and Sunday's
- Cleaning of Picnic Shelter and Restrooms when needed.
 - Mainly on Saturday's and Sunday's
- Responsible for Playground Maintenance and Safety
 - Report any safety hazards to Assistant Recreation Director
- Supervisor Carroll County Parks and Recreation Activities
 - Friendly and Courteous to all Citizens of Carroll County.
- Represents the Recreation Department as needed

Working Conditions:

- A. Environment
 - Office
 - Grounds
- B. Physical Effort
 - Medium

Knowledge, Skills, Abilities: Requires knowledge of planning of youth programs. Requires High Knowledge of Sports. Ability to deal tactfully, courteously with the public. Ability to maintain confidentiality and use good judgment when dealing with the public. Ability to use Computer.

Education, Experience and Training: Education equivalent to graduation from High School. Experience in Youth Sports and Adult Sports.

Special Conditions:

Valid Commonwealth of Va. Drivers License

DMV Driving Record Check

Six-Month Probationary Period

Work beyond normal work schedule.