



# City of Mentor

8500 Civic Center Blvd. • Mentor, OH 44060-2499 • (440) 255-1100

## JOB OPPORTUNITY

DATE POSTED: April 28, 2025

**CITY OF MENTOR  
MENTOR COMMUNITY RECREATION CENTER  
PT RECREATION SPECIALIST II  
FAMILY PROGRAM COORDINATOR**

The City of Mentor is looking to fill a part-time position at the Mentor Community Recreation Center on Heisley Road. The Recreation Specialist II-**Family Program Coordinator** will be responsible for supervising the childcare attendant staff, assist in the planning and organization of the family and children's programs, enforce policies and procedures of the children's area, and provide a safe, clean, and welcoming environment for all. Minimum qualifications will include excellent communication skills and previous customer service experience, strong organizational and leadership skills, along with the ability to work independently as well as part of a team. Must have current CPR, AED, and First Aid Certifications or willing to obtain. Two years of previous experience in a similar position is preferred. Position requires up to 28 hours of work per week with a varying schedule.

**The hourly range for this position will be \$15.15 - \$27.87**

This position will remain open until filled. Please apply online at [www.workformentor.com](http://www.workformentor.com). Applications are also available in the HR Office at the Mentor Municipal Center, 8500 Civic Center, 3<sup>rd</sup> Floor, Mentor, Ohio 44060.

The City of Mentor is an Equal Opportunity Employer and will not discriminate in its employment practices due to an applicant's race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status.  
EOE/ADA