



City of Mentor

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

JOB OPPORTUNITY

DATE POSTED: 08/30/2024

PT REC. SPECIALIST I MENTOR SENIOR CENTER

The City of Mentor is seeking an individual to work on a regular, part-time basis at the Mentor Senior Center with the **Special Elders Program**. This program is scheduled mid-day, Monday/Wednesday/Friday, working from 10:00 am – 2:30 pm. Responsibilities include but are not limited to planning, organizing, and carrying out activities for seniors who need assistance with cognitive and physical challenges; creating weekly activities and special events; coordinating volunteers, shopping for supplies and/or equipment needed for activities. Verbal and written communications skills, the ability to multi-task and a strong but pleasant demeanor is preferred. The ideal candidate will have experience working with seniors who possess challenges such as mild dementia. Must work well with other staff, as well as independently.

***Hourly Pay Rate Starts at:** \$15.00/hr*

Please apply online at www.cityofmentor.com/employment. Applications are also available in the Human Resource Office, Mentor Municipal Center 3rd Floor, 8500 Civic Center Blvd., Mentor, OH 44060. Applications will be accepted until position is filled.

Position will remain open until filled.

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