



CITY AND COUNTY OF DENVER

Office of Human Resources
201 W Colfax Ave, Dept 412, Wellington E.
Webb Municipal Office Building
Denver, CO 80202

<http://www.denvergov.org/jobs>

**INVITES APPLICATIONS FOR THE POSITION OF:
Fishing Program Coordinator**

An Equal Opportunity Employer

SALARY

\$14.74 - \$21.52 Hourly

OPENING DATE: 07/25/18

CLOSING DATE: Continuous

THE POSITION



**Be a part of
the city that you love.**

The secret is out: Denver is the nation's top place to live, work, and play. Being the best place to live isn't easy; maintaining such a reputation means we need the best people working for the residents of Denver. People who want to make a difference; people who want to give back; people who want to be at the heart of this city and have a hand in creating our future. When you join us, you will employ your unique skills to do important and meaningful work critical to the success of both your organization and the city as a whole. Be a part of the city that you love. #WhereDenverWorks.

Denver Parks & Recreation's Park Ranger team is seeking a Fishing Program Coordinator to be involved in the Denver *Fishing is Fun* program. The purpose of this program is to connect children and their families to nature through fishing; *Fishing is Fun* teaches children and adults about fish and ecosystems, how to fish, and how to be good stewards of public lands.

Denver's Parks and Recreation Department boasts one of the most expansive and diverse park systems in the Rocky Mountain West offering: more than 350 urban parks and parkways, 7 golf courses, one of the largest skate parks in the region, 14,000 acres of mountain parks, the Buffalo Bill Museum and bison herd, and a Ropes Challenge Course. We also provide and manage 27 neighborhood recreation centers with 13 indoor and 16 outdoor pools that offer hundreds of affordable programs throughout the year to our community. This position will be in the Denver Urban Park system. To learn more about Denver Urban Parks [click here](#).

ABOUT OUR JOB

The Fishing Program Coordinator will be responsible for ensuring that the Denver's Fishing is Fun program is properly organized and successfully implemented. This is a great opportunity to gain

hands-on experience working for one of the largest park programs in the region and truly making a positive impact in the community.

We are looking for an individual to work part-time through the remainder of the season (through approximately November of 2018)

Job Responsibilities:

- Assists rangers with coordination of the Denver Fishing is Fun Program.
- Develop and present educational programs throughout the City and County of Denver.
- Develop and continue external and internal partnerships.
- Coordinate with Denver Parks and Recreation Marketing and PR to develop and distribute promotional materials.
- Coordinate with Parks and Recreation Volunteer Coordinator to recruit and schedule volunteers.
- Utilize and distribute fishing supplies and equipment as appropriate.
- Assist rangers with various ranger duties.

This is an on-call position which will work no more than 39 hours per week and is not eligible for benefits. On-call positions may have routine or variable work schedules. This position will work an average of 39 hours per week.

ABOUT YOU

We are looking for someone who enjoys engaging with the public and has a genuine interest in assisting Park Rangers. The incumbent should have a passion for educational programming, natural resource management and fishing. Additionally, our ideal candidate will possess the following:

- Experience with coordinating and implementing outdoor educational programming
- Bachelor's Degree or higher in Natural Resources or directly related field
- Knowledge and experience with fish and fishing techniques using various equipment
- Experience in marketing and/or advertising
- Experience working with children and/or teens
- CPR/First Aid Certified

We realize that your time is valuable, so please do not apply unless you meet the following minimum qualifications:

- **Education Requirement:** Graduation from high school or possession of a GED certificate plus six semester hours of course work in a recreation field, elementary or secondary education, behavior management or a related field
- **Experience Requirement:** One year of experience in assisting in the operation and instruction of organized recreation activities
- **Education/Experience Equivalency:**
 - Additional appropriate education may be substituted for the minimum experience requirement
 - Additional appropriate experience may be substituted for the minimum education requirement except for the high school diploma/GED Certificate
- **Licensure and/or Certification:**
 - Requires a valid driver's license at time of application
 - Requires certification in CPR/First Aid within 6 months of hire
 - Licensure and certification must be kept current as a condition of continued employment

ABOUT EVERYTHING ELSE

Classification Title: We call this job a Fishing Program Coordinator. The official job classification title is [Recreation Instructor \[CA2583\]](#)

Assessments/Testing: This position does not require testing.

Application Process: We encourage you to apply as soon as possible because this posting may close without notice.

Pre-employment Screening: An offer of employment is contingent on the verification of credentials and other information required by law and City and County of Denver policies, including the successful completion of a background check. Candidates must pass a criminal background check and other verifications required for the position which may include, but are not limited to, employment and/or education verification, motor vehicle record check, drug test, and/or physical. The existence of a conviction does not automatically disqualify an individual from employment except where federal or state law or regulations prohibit employment of an individual with certain convictions. For more information about the selection and employment screening process, click [here](#).

Probationary Period: This position may require the selected candidate to complete at least a six-month probationary period prior to attaining career status with the City & County of Denver. For more information about the probationary period, click [here](#).

The City and County of Denver provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, national origin, sex, sexual orientation, gender identity, national origin, disability, genetic information, age, or any other status protected under federal, state, and/or local law.

Recruiter: EF

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RESUMES MAY BE FILED ONLINE AT:
<http://www.denvergov.org/jobs>

EXAM #54319 18360
FISHING PROGRAM COORDINATOR
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