

The City of Monticello, Indiana is seeking a dynamic and organized individual to join our team for the position of Parks Department Programs and Facilities Coordinator. In this role, you will be responsible for coordinating and overseeing various programs within our parks systems, as well as managing facilities to ensure they meet the needs of our community.

This position is responsible for maximizing programs and use of park facilities to provide quality educational programs and activities to residents and visitors, as well as foster a better understanding and appreciation of nature, while also assisting with general administration, scheduling of facilities, and general upkeep and maintenance of parks grounds as needed.

The City of Monticello offers a competitive wage for this position based on qualifications and experience.

The selected candidate must pass a criminal background check and drug screening. All positions are subject to a probationary period of 12 months. The City provides an excellent benefits package that include 2 weeks of vacation after the 1st year, sick leave, health insurance and prescription drug plan with options for supplemental (vision/dental) insurance and a retirement program through Indiana Public Employees Retirement System.

For information and the application go to: <https://www.monticelloin.gov/parks-opening>

Applications and resumes should be submitted no later than 4:00pm on December 15, 2023 to:

Monticello Parks Department
ATTN: Programs & Facilities Coordinator Applicant
904 City Park Loop
Monticello, Indiana 47960

The City of Monticello, Indiana prohibits discrimination and/or the exclusion of individuals from its municipal facilities, programs, activities and services based on the individual person's race, color, national origin, sex, age, disability, low-income status, sexual orientation or limited English proficiency. The **City of Monticello, Indiana** affirms its commitment to providing meaningful opportunities and access to municipal facilities, programs, activities and services in an effort to comply with all laws including Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; and the Americans with Disabilities Act of 1990, as amended.