



## City of Central Falls Job Posting

<b>LOCATION:</b>	Central Falls City Hall 580 Broad Street, Central Falls, Rhode Island 02863
<b>POSITION TITLE:</b>	Summer Food Service Program Coordinator
<b>DEPARTMENT:</b>	Parks & Recreation Department
<b>SALARY:</b>	\$16/hour
<b>POSITION TYPE:</b>	Part-time
<b>AVIALABLE POSITIONS:</b>	1 position

### **POSITION DESCRIPTION SUMMARY**

Summer Food Service Program workers conduct, plan, and administer the Central Falls Summer Food Service Program. This program is supported by the USDA's summer meals initiative and is designed to provide free daily programming for youth in Central Falls.

### **QUALIFICATIONS**

The City of Central Falls, RI is looking for engaged, energetic individuals who are passionate about fighting hunger in their community!

Our city runs a summer weekday program, funded through the USDA Summer Food Service Program that provides free meals to all youth in our city. We also provide structured activities including sports, arts and crafts, and field trips to local museums, fun parks, lakes, and plays.

Applicants must be available for mandatory staff trainings being held on June 21st, 22nd, and 23rd. The Summer Food Service Program begins June 26th, 2023. Summer program staff will work up to 19 hours a week. The program runs from 9:00 a.m. to 3:00 p.m., Monday-Friday, with additional hours available on the weekends.

Basic duties will include preparing the parks for the day's activities, distributing meals during breakfast and lunch periods, overseeing program activities for the children, and chaperoning on field trips.

We are looking for flexible, self-confident, self-motivated, responsible individuals who enjoy working with youth. We welcome applicants from every background. Multilingual abilities are definitely not required but proficiency in Spanish, Portuguese, and/or Cape Verdean creole is a major plus!

#### **POSITION REQUIREMENTS**

- Must be 18 years or older.
- Ability to pass a background (BCI) check.
- Ability to lift moderately heavy loads.
- Ability to work well with others.
- Experience working with youth.

#### **PREFERENCE IN HIRING WILL BE GIVEN TO:**

- City of Central Falls Residents
- Bilingual applicants who can demonstrate fluency in a second language as spoken by at least 10% of Central Falls City residents, as determined by the United States Census Bureau; and
- Military members/veterans

#### **EQUAL OPPORTUNITY EMPLOYER**

Central Falls is committed to maintaining a work and learning environment free from discrimination on the basis of race, color, religion, national origin, pregnancy, gender identity, sexual orientation, marital/civil union status, ancestry, place of birth, age, citizenship status, veteran status, political affiliation, genetic information, or disability, as defined and required by state and federal laws. Additionally, we prohibit retaliation against individuals who oppose such discrimination and harassment or who participate in an equal opportunity investigation.

#### **APPLICATION INSTRUCTIONS**

Application and resume can be submitted through the following:

- In person or by mail to 580 Broad Street, Central Falls, RI 02863 Attn: Human Resources Department
- Email: [ldias@centralfallsri.us](mailto:ldias@centralfallsri.us).

Applications can be found on our website at [www.centralfallsri.us](http://www.centralfallsri.us) under Human Resources/Employment.

Closing Date: June 7, 2023 at 4:30pm.