

**Job Title: Seasonal Part-Time Parks & Recreation Assistant**

**Location: Town of Berne**

**Pay Rate: \$20.50/hour**

**Hours: Up to 10 hours per week (primarily weekends; schedule varies)**

**Position Overview:**

The Town of Berne is seeking a dependable and hardworking individual for a seasonal Parks & Recreation Assistant position. This role runs from now through October and supports the upkeep and cleanliness of town park facilities, particularly during busy weekends and after community events.

**Key Responsibilities:**

- Clean and maintain park facilities, including pavilions, restrooms, and common areas
- Perform post-event cleanup following parties, rentals, and town events
- Empty trash receptacles and ensure proper waste disposal
- Restock supplies such as paper products and cleaning materials
- Mow lawns and perform weed whacking as needed
- Assist with general groundskeeping to keep park areas neat and presentable
- Identify and report any maintenance or safety concerns

**Qualifications:**

- Ability to work independently and follow a flexible schedule
- Dependable and punctual, especially for weekend and event-based work
- Comfortable performing outdoor physical labor (mowing, trimming, lifting, walking)
- Experience with lawn care equipment (mowers, weed whackers) preferred

**Schedule:**

- Seasonal position: Now through October
- Up to 10 hours per week
- Schedule varies based on weekly needs and scheduled events
- Weekend availability required

**How to Apply:**

Interested applicants should contact the Town of Berne either in person, online via email to [clerk@berneny.gov](mailto:clerk@berneny.gov) or PO Box 57 Berne NY 12023