

**JENNIFER R. MENTER**  
Recreation Supervisor –  
Senior Citizens

**CARRIE L. MESMER**  
Recreation Leader –  
Senior Citizens



**TOWN OF GRAND ISLAND  
GOLDEN AGE CENTER**

3278 Whitehaven Road  
Grand Island, NY 14072  
(716) 773-9682/9683  
goldenage@grand-island.ny.us

**Job Posting – Part-Time Recreation Attendant - Driver**

The Town of Grand Island Golden Age Center has a job opening for the following position:

Title: Recreation Attendant – Driver

Status: Part –Time (19 hours/week)

Salary range: \$15.88/hour

Application Deadline: Application, resumé & cover letter due to the Golden Age Center, attn.: Jennifer R. Menter, Recreation Supervisor – Senior Citizen, 3278 Whitehaven Road, Grand Island, NY 14072 by 12:00pm on Monday, November 4, 2019

Anticipated Start Date: Tuesday, November 19, 2019

Minimum Qualifications: Completion of high school; OR completion of grade school and four (4) years of work experience; OR an equivalent combination of training and experience. Part-time and/or volunteer experience will be pro-rated towards meeting the full-time experience requirements; clean driver's license

Preferred Qualifications: Completion of high school AND (2) years of work experience, including at least two (2) years of experience working with the senior population

Pertinent Skills: Excellent customer service; handling demanding situations in a professional manner; handling working with people with different personalities and different levels of care

Position Summary:

The Golden Age Center is looking for a Part-Time Recreation Attendant, to work as a Driver, 19 hours/week, typically with hours between 8am – 4pm. Work schedule will be set to meet the needs of the department.

The selected applicant will have the pleasure of working in a family-oriented atmosphere. The selected applicant will be driving seniors to and from appointments throughout the course of the day, among other tasks; having a good sense of direction and being comfortable helping seniors in and out of the vehicle. Enjoying working with the senior population, including disabled clients, is a MUST for the ideal candidate. Flexibility is a must for the selected applicant, as our days are fast-paced. Additional responsibilities include: assisting in special events at the Golden Age Center, helping to maintain and upkeep of our vehicles; basic first aid; ability to comprehend, remember and follow detailed instructions; physical condition commensurate with the demands of the position, including being able to lift 20 lbs.