

# CITY OF SOUTH SAN FRANCISCO

## DEPARTMENT OF PARKS AND RECREATION



### WE'RE HIRING PART TIME/HOURLY CLASS INSTRUCTORS

Under direction of the Recreation and Community Services Supervisor, the Class Instructor plans and implements classes for children, teens, adults, and seniors. Classes run quarterly and are publicized through the South San Francisco Recreation and Community Services Activity Guide and City website.

#### WHAT KIND OF CLASSES

- Preschool Age Instructor
- Computer programming/coding
- Arts (drawing, painting, drama)
- Science
- Exercise Fitness
- And more!

#### ADDITIONAL INFORMATION

Salary: \$16.74-\$40.00/hour  
(Depending on skill level and experience)

Hours: mornings, days,  
afternoons, evenings or nights

#### CONTACT:

Veronica Ortiz  
City of South San Francisco  
Parks & Recreation  
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Veronica.Ortiz@ssf.net

#### WHO WE ARE LOOKING FOR

- Strong communication skills
- Passion for educating

#### WHY BE A CLASS INSTRUCTOR

- Classes designed around your schedule
- Build great community relationships
- A great opportunity for personal growth

#### DUTIES

- Design curriculum
- Instruct class
- Responsible for set-up of room, project materials & clean-up
- Document accidents, incidents and any program related issues that may occur
- Follow procedures in case of emergency, may administer first aid or CPR if certified
- Maintain excellent communication & customer service skills
- Knowledge & ability to follow procedures & policies
- Other duties as assigned by supervisor