

**TOWNSHIP OF LOWER****Date Posted: 4/20/2026****POSITION TITLE:**

Recreation Aide #02983

**PROJECTED FILL DATE: APRIL 2026****DEPARTMENTS:**

Recreation Department

**LOCATIONS:**

Lower Township Recreation Building – 2600 Bayshore Road, Villas, NJ

**HOURS:**

Temporary Part-Time

**HOURLY RANGE:**

\$15.92 Hourly

**DEFINITION**

Under supervision, assists in organization, development, and personal leadership in recreation activities of all types; does other related duties as required. Positions in this class provide support services to staff responsible for recreation program activities.

**Typical responsibilities include:**

Helps promote recreation programs of all types.

Helps organize and lead groups and individuals in various activities.

Helps plan, implement, and publicize special events.

Helps participants attain greater skills in and enjoyment from recreation activities.

Assists in the maintenance of records and completion of reports (e.g., Participation Usage Reports, time cards, incident/accident reports, etc.) as directed.

May demonstrate and explain techniques, procedures, and materials, equipment, and supplies used in the recreation program.

Helps set up and clean the activity area to ensure it is neat and free of health/safety hazards.

Responds quickly and appropriately to potentially hazardous situations; reports all incidents and accidents in accordance with established procedures.

Welcomes visitors and answers incoming telephone calls.

Notifies patrons of activity schedules and registration requirements.

Monitors participants to ensure orderly conduct.

**ELIGIBILITY REQUIREMENTS:** Possess a valid NJ Driver's License

**APPLICATION PROCEDURE:**

Interested applicants must submit an application and Resume to:

Christina Lewis

Deputy Township Manager / Human Resources

Coordinator, Township of Lower

Email: [clewis@townshipoflower.org](mailto:clewis@townshipoflower.org)

Phone: (609) 886-2005 ext. [181]

Applicants are located on the  
township website

<https://townshipoflower.org/>

**Notes:**

All hiring decisions are contingent upon meeting CSC qualifications and Township background requirements, if applicable. Selected applicants will be provisionally appointed in the Civil Service until they receive a permanent status.

Approved By:

Michael Laffey, Township Manager

Posting Distribution: Employee Widest Dissemination, HR Bulletin Board, Website,  
Social Media