



JOB APPLICATION
MARINWOOD RECREATION DEPARTMENT
775 Miller Creek Road, San Rafael, CA 94903-1323
Phone: 415-479-0775 | www.marinwood.org

RECREATION SUPERVISOR POSITION

Incomplete applications or applications with missing documents will not be accepted. A completed application does not guarantee employment with the Marinwood Community Services District but may qualify you for an interview.

RETURN YOUR COMPLETED APPLICATION AND SUPPLEMENTAL QUESTIONS TO:

Marinwood Community Center
775 Miller Creek Road
San Rafael, CA 94903-1323
Phone: 415-479-0775
Email: lfretwell@marinwood.org

Selected applicants will be invited to participate in an interview the week following the deadline.

Marinwood Community Center office hours:
Monday-Friday, 9:00 a.m.- 5:00 p.m.
Closed on major holidays

DEADLINE:
Tuesday, January 15, 2019
5:00 p.m.

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1. Are you at least 18 years of age? YES NO

2. Desired Number of hours each week: _____

3. Do you have any physical conditions which may limit your ability to perform the job you are applying for?
 YES NO If yes, please explain _____

4. Have you, as an adult, ever been convicted of any law violation, excluding minor traffic violations?
 YES NO If yes, please explain _____

5. Have you ever been discharged or asked to resign?
 YES NO If yes, please explain _____

6. Do you have any relatives working for the Marinwood CSD?
 YES NO If yes, please explain _____

Describe fully any job related skills, knowledge, qualifications or other training that you possess that pertains to the position.

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Employment History: Please list any job-related voluntary or paid employment experience. Begin with your present or most recent position. Use additional sheets if necessary. You may submit a resume or other supporting documentation, but that does not substitute for completion of this section. **Do not write "see resume" in the "Duties" box. Present or past employers may be contacted.**

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|---------------------|-------------------|------------------------------|---------------------|
| From: Mo./Yr. | To: Mo./Yr. | Employer | Job Title |
| Total Yrs./Mos. | Hours per week | Street Address Name/Phone | City Supervisors |
| Reason for Leaving: | | Duties: | |
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| Reason for Leaving: | | Duties: | |
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References: Please list three (3) non-related individuals that we may contact:

1. Name: _____ Phone: _____ Relationship: _____
2. Name: _____ Phone: _____ Relationship: _____
3. Name: _____ Phone: _____ Relationship: _____

CERTIFICATE OF APPLICANT – I certify that all statements made on this application are true and complete to the best of my knowledge. I understand that any false statements will subject me to disqualification or dismissal. I authorize Marinwood CSD to investigate my qualification, employment record or character through inquiries to any sources mentioned in the application, unless otherwise stated.

X _____
Applicant Signature

Date Signed

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Recreation Supervisor

Supplemental Questions

Please answer two (2) of the following questions. Each response should be no more than one page in length. Completed questions along with completed application must be returned to MCSD by Tuesday, January 15, 2019, 5:00pm.

1) You have been tasked with modifying the pool schedule to better meet the needs of the local swimming community. Evening hours are in high demand with 3 large user groups requesting the same weeknight timeslot: the local swim team, the local lap swim community, and a popular water aerobics program. Due to space limitations shared space is not an option; you need to decide which group gets the desired timeslot. Please describe how you would approach this decision. What steps would you take and what considerations would you factor in?

2) You are 3 weeks into the 10-week summer pool season and weekend pool attendance is much lower than expected, in spite of consistent warm weather. If this trend continues you will end the season well below revenue projections. Please describe how you would approach this problem and two courses of action you would take to rectify it.

3) About mid-way through the busy pool season you begin to sense a malaise setting in with the pool staff. Sub-requests are going unanswered, staff members are calling in "sick" more frequently, and there's a general ho-hum attitude becoming more noticeable each day. It is not obvious what the cause of the shift in morale is. What steps would you take to reverse this undesired phenomenon?