



TOWN OF MEDWAY

COMMONWEALTH OF MASSACHUSETTS

Night & Weekend Supervisor Parks & Recreation

The Town of Medway is looking for qualified applicants for a part-time Night & Weekend Supervisor for the Parks & Recreation Department. Under the general direction of the Director, Parks & Recreation, the Night & Weekend Supervisor will ensure that the Recreation Center is open, prepared, and properly maintained before during, and after rental programs or events. This position serves as the on-site point of contact for renters, ensures compliance with permits and facility rules, and oversees cleanup and closing procedures.

Qualified applicants will be aged 18 or older, have the ability to communicate clearly and courteously with the public, possess strong problem-solving skills and be able to work independently with minimal supervision. CPR/First Aid Certification is preferred. This is a part-time position with variable hours primarily in the evening and on the weekend. The hours will not exceed 19 per week.

Please review the job description on the Town website for more details. [Job Description](#)

Please send a cover letter, resume, and employment application to: Human Resources Manager, Cheryl Houle at Medway Town Hall, 155 Village Street, Medway, MA 02053, or email to choule@medwayma.gov. The Employment Application can be found here: [Application](#)

Date of Posting:	December 10, 2025
Closing Date:	December 31, 2025, at Noon
Hourly Pay Rate:	\$21.00 per hour

The Town of Medway is an Equal Opportunity Employer