



## City of Ames Adult Softball Site Supervisor

<b>SALARY</b>	See Position Description	<b>LOCATION</b>	50010, IA
<b>JOB TYPE</b>	Temporary	<b>JOB NUMBER</b>	25-PRASSS-01
<b>DEPARTMENT</b>	Parks and Recreation	<b>OPENING DATE</b>	01/02/2026
<b>CLOSING DATE</b>	Continuous	<b>FLSA</b>	Non-Exempt
<b>BARGAINING UNIT</b>	MERIT	<b>RESIDENCY REQUIREMENT?</b>	No

Centrally located in the heart of Iowa, Ames is a vibrant, progressive community with more than 66,000 residents providing an excellent quality of life. Home to Iowa State University, Ames offers year-round recreation opportunities, diverse cultural offerings, a stable economy, safe neighborhoods, and a high-achieving school district.

### General Information

<https://www.youtube.com/embed/97rsAGfo1eQ?&wmode=opaque&rel=0>

The City of Ames Parks and Recreation Department has an exciting opportunity for **Adult Softball Site Supervisors!**

Candidates interested in this opportunity can expect to work a varying schedule March - November 2026.

Site supervisors are paid \$55.74 per night and can expect to work 2-4 hours per night depending on nightly game schedules.

Site Supervisors are directly responsible for officials and scorekeepers, as necessary; directly accountable to the Recreation Manager and adjunctly accountable to the Recreation Superintendent and the Director of Parks & Recreation.

This posting is open until filled.

### Examples of Essential Job Functions

Completes initial set-up and take down of the facility; ensures that all playing environments are safe; enforces all procedures and rules are in place at all facilities/locations; audits officials work performance such as making calls, etc; provides preventive officiating when necessary; takes appropriate actions to keep the environment fun and enjoyable for all parties; and handles game issues so officials and players can continue game (i.e. ejections, etc).

Each employee is expected to continually strive to bring shared values to life through our Excellence Through People organizational culture. ETP values include: committing to continuous improvement; inspiring creativity and innovation; being customer driven; making data-driven decisions; championing employee involvement; striving for excellence; having fiscal stewardship; acting with honesty and integrity; exhibiting leadership; choosing a positive attitude; respect and dignity for one another; promoting safety and wellness; and cultivating teamwork. For leaders, this includes creating a work culture that brings these values to life. For all employees, this includes maintaining a Total City Perspective. The purpose of ETP is to deliver exceptional services to the public at the best price, and for employees to experience an enjoyable and stimulating work environment.

## **Qualifications**

Must be at least 18 years of age.

Education and Experience: Previous experience is preferred.

Knowledge, Skills, and Abilities Necessary to Perform the Essential Functions: Strong knowledge of the sport and rules.

Skill in being organized, dependable, and reliable.

Ability to communicate with adults effectively; ability to provide a confident and positive attitude; ability to understand, appreciate and embody the City of Ames Core Values; ability to maintain an exceptional level of safety; ability to maintain a professional appearance (staff shirt w/ appropriate athletic shorts or pants or clothing/equipment) at all times while on site; ability to maintain a professional demeanor (calm and courteous) at all times while on site.

## **Supplemental Information**

### **Physical & Environmental Characteristics:**

Frequently exposed to various weather conditions for outdoor activities, including cold, heat, rain and wind. Need to remain alert and attentive for extended periods of time. May be exposed to outdoor allergens, insects, slippery surfaces, and potential hazards. Must be able to walk quickly or jog in case of emergency and lift objects up to 50 lbs. When working indoor and outdoor activities, sound may be moderately noisy. Position requires physical participation and interaction related to specific activity. In cases of outdoor weather, may make decisions relating to safety for participants and other recreation staff.

### **Selection Process:**

The selection process consists of an evaluation of education and experience, interview, and completion of a criminal background check, which includes a sex offender registry check. All candidates will be notified by email of their application status.

### **E-Verify Process:**

The City of Ames participates in E-Verify and will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each applicant's Form I-9 to confirm work authorization. All candidates who are offered a position with the City of Ames must complete Section 1 of Form I-9 along with the required proof of their right to work in the United States and proof of their

identity on their first day of employment. Please be prepared to provide required documents on your first day of employment. For additional information regarding acceptable documents for this purpose, please contact Human Resources at 515-239-5199 or go to the US Citizenship and Immigration Services web page at: <http://www.uscis.gov>.

NOTE: Applicants with disabilities may submit requests for ADA testing or interview accommodations to the Human Resources Department prior to the test or interview.

The City of Ames is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, creed, age, religion, sex, sexual orientation, gender identity, genetic information, ancestry, national origin, marital status, disability, or protected veteran status and will not be discriminated against. Inquiries can be directed to the Human Resources Department at 515-239-5199.

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**Employer**

City of Ames

**Address**

515 Clark Ave

Ames, Iowa, 50010

**Phone**

515-239-5199

**Website**

<http://www.cityofames.org/jobs>

## Adult Softball Site Supervisor Supplemental Questionnaire

### \*QUESTION 1

Are you at least 18 years of age?

- ☐ Yes
- ☐ No

### \*QUESTION 2

Which days of the week are you available to work? (select all that apply)

- ☐ Monday
- ☐ Tuesday
- ☐ Wednesday
- ☐ Thursday
- ☐ Friday
- ☐ Saturday
- ☐ Sunday

### \*QUESTION 3

What times are you available to work each day selected above?

**\*QUESTION 4**

How many hours would you prefer to work per week?

**\*QUESTION 5**

What experience do you have related to this position?

\* Required Question