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**Department of RCLS & City of Greenville Police Athletic League**

**Graduate Assistantship Announcement**

**(Contract Pending)**

The East Carolina University Department of Recreation and Leisure Studies (RCLS), in partnership with the City of Greenville Police Department Police Athletic League (PAL) is pleased to announce a nine (9) month Graduate Assistantship position for the 2016-17 academic year.

*Graduate Assistant (GA) Job Description:*

The GA will work under the supervision of the Greenville Police Department Community Outreach Supervisor in an Assistant Coordinator position for the Greenville PAL.  The PAL program serves under privileged children ages 5-13.  The program consists of after school care, spring break camp, summer camp, and a youth football program.  Duties include outcome-based activity programming, planning group building exercises, traveling on field trips, mentoring children, and assisting the program coordinator with administrative functions such as payroll and grant writing. The GA will also be expected to communicate and coordinate with programs and individuals, including parents, volunteers, police officers, and City staff. The GA will represent the collaborative relationship between the Greenville Police Department and the ECU Department of RCLS. Thus, the ideal candidate will regularly exhibit professional behavior and positive contribution to Greenville PAL participants.

*Qualifications*:

The candidate must be fully admitted and enrolled in the Recreation Services & Interventions Masters Degree Program at East Carolina University. Some experience in a recreation service agency is desired. Previous experience working with children is strongly preferred.

*Required Knowledge, Skills, and Abilities:*

The candidate must be familiar with general concepts of planning, implementing, and evaluating outcome-based recreation activities and programs. The candidate must also have strong interpersonal, organizational, and communication skills. The GA must submit to and pass a criminal background check. The GA is expected to work approximately 20 hours per week, Monday thru Friday, between the hours of 7:30 a.m. to 5:30 p.m. and may include some late evenings.  These hours will be agreed upon between the GA and the Greenville PAL Program Coordinator.

*Compensation:*

The GA salary is $9,000.00 plus fringe benefits. The work period is August 15, 2016-May 15, 2017. The GA is able to exercise some of the ECU university breaks, with the exception of breaks that conflict with critical service periods for the Greenville PAL. The GA will be required to receive approval for time off from the Grenville PAL Program Coordinator.

*Application Procedures:*

Interested candidates should email an attached letter of interest, resume, and contact information (name, address, phone, and email) for three references to Dr. Nelson Cooper, [coopern@ecu.edu](mailto:coopern@ecu.edu), and Sgt. Michael Broadwell, [MBroadwell@greenvillenc.gov](mailto:MBroadwell@greenvillenc.gov). For questions, please contact Dr. Nelson Cooper, 252-328-0002. **Screening of applications will begin June 20, 2016, however the position is open until filled**.

*About the Partnership:*

The Greenville PAL is a youth crime prevention program with the Greenville Police Department that utilizes educational, athletic and recreational activities to create trust and understanding between police officers and youth. For more information about the Greenville PAL, visit <http://www.greenvillenc.gov/government/police/community-policing/pal-police-athletic-league>. For more information about the National Association of Police Athletic Leagues, visit <http://nationalpal.org/>.

The Department of Recreation & Leisure Studies at ECU is comprised of 17 faculty in the disciplines of Recreational Therapy and Recreation & Park Management. For more information about the Master of Science Degree in Recreation Services & Interventions, visit <http://www.ecu.edu/cs-hhp/rcls/graduate.cfm>.