13 July 2017

Dear Parents and Carers

**Recreation Assistant Opportunities**

We are currently looking to recruit a team of Recreation Assistants from current Year 11 and 12 students to work within the School’s Sport Centre and Lettings Operations.

Recreation Assistants’ hours of work are over evenings, weekends and occasionally during School holidays. This is a great way for students to gain valuable work experience within the sports and leisure industries whilst getting paid!

Recreation Assistants are supervised at all times but must be responsible and able to confidently represent Rickmansworth School.

Successful applicants would begin paid training in August for a September start. The role incorporates, amongst other things, setting up sports facilities, conducting gym inductions, maintaining the Sports Centre’s cleanliness levels and achieving a high standard for customer service and satisfaction. A full job description is attached.

If your son/daughter is returning in September and wishes to apply, please return a completed application form to the School office or send electronically to pmatthews@rickmansworth.herts.sch.uk by Monday 31 July.

If you have any questions please feel free to contact me at the email address above or via the telephone numbers below.

Wishing you a wonderful summer.

Mr P Matthews
Lettings Manager
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