

**PARK AND RECREATION COMMISSION
TOWN OF NEEDHAM, MASSACHUSETTS**

DIRECTOR'S REPORT

August 8, 2014

*Background notes for Monday, August 11th
Park and Recreation Commission Agenda*

MEETING REMINDER

The Commission meeting is starting at 6:30 PM, so that the Commission can be finished by 8 PM and host a thank you party for all the staff who worked at the summer programs and the Pool.

RECREATION SUPERVISOR

Recreation Supervisor Nicole DiCicco has decided that she would like to work full-time with children with Needham Public Schools and Needham Extended Day Program, so she will be leaving on August 20th. Nicole began participating in Park and Recreation programs when her family moved to Needham, eventually becoming a summer program volunteer (as have her four siblings). She began her paid career with the department as a counselor, program director, and Assistant Summer Recreation Supervisor. In 2007, after completing her degree at Harrington College of Design in Chicago, Nicole returned to Park and Recreation as the Department Assistant 2, primarily responsible for customer service, including registrations. She was the primary resource to the conversion of our registration over to on-line registration. She worked closely with me on all the details of moving our department to its current location, and served as Acting Administrative Specialist for several months. In 2010, I was able to eliminate the Department Assistant 2 position and create a new position – Recreation Supervisor – and Nicole was promoted to this position. During this time, Nicole has also served as the recording secretary for the Community Preservation Committee and assisted the New Years Needham committee with some of their administrative tasks. As Recreation Supervisor, Nicole oversaw most of the summer programs, and other youth programs throughout the year. She worked with others in the department on the creation of three annual program brochures, and enjoyed putting her design abilities into documents we sent out. Nicole has created a strong training program for the summer staff and volunteers that has prepared them to handle the unexpected and to display their creative sides. Since the majority of the staff members have been raised attending activities supervised and coordinated by adults, it is a challenge to teach them to become the creators of activities – and to provide opportunities for children to create and make decisions. Nicole has been able to find the hidden skill of creating fun games and crafts in many staff. All of us at Park and Recreation wish Nicole well as she, # 1 has a brief summer vacation which is a rarity in our business, and # 2 is able to go back to working directly with children, which is a passion.
