

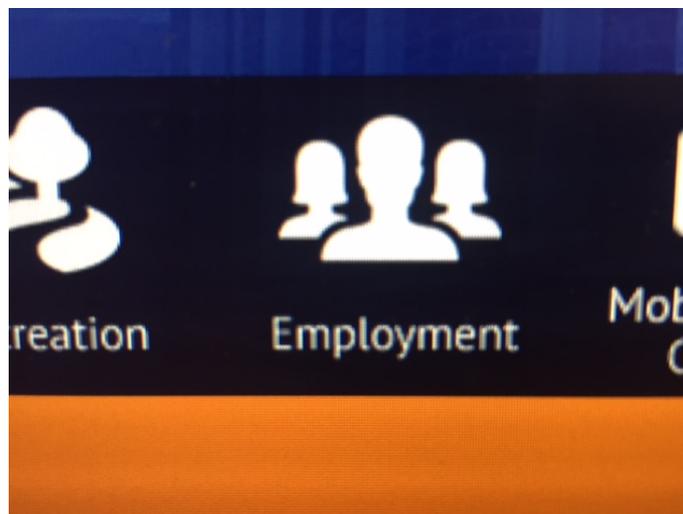
# The 'How to Apply Online' Guide FD Parks and Recreation Department Seasonal Employees

**Step 1:** Locate a computer with internet access. If you do not have access to a computer/internet at home, stop in to the Fort Dodge Public Library during normal hours of operation, 424 Central Ave, 573-8167 for more details.

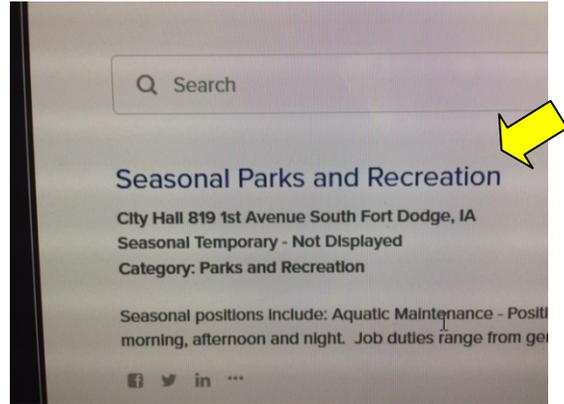
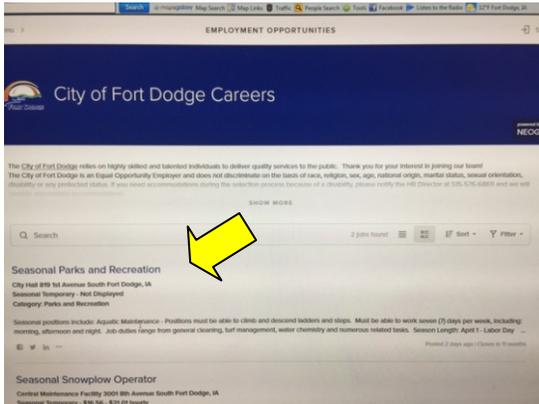
**Step 2:** Open your preferred internet browser (Internet Explorer, Firefox, Chrome, etc) and go to [www.fortdodgeiowa.org](http://www.fortdodgeiowa.org).



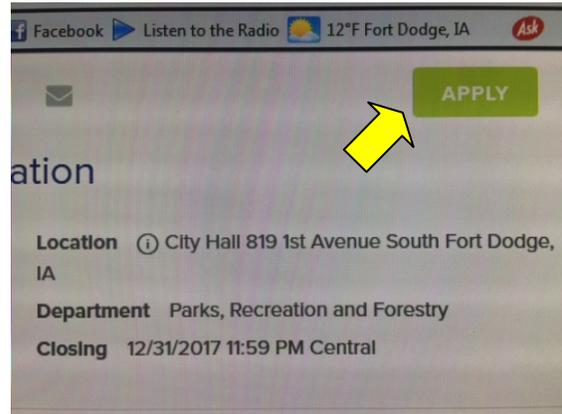
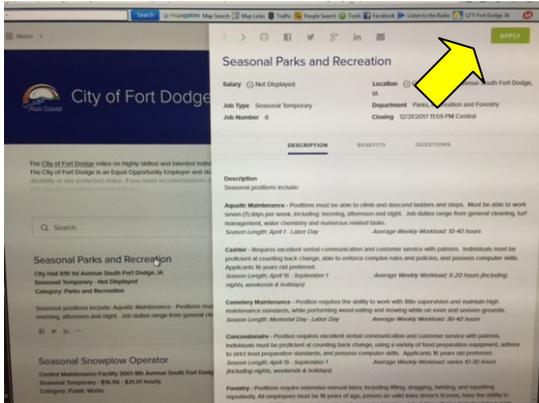
**Step 3:** Click on the 'Employment' icon in the bottom right of the page, depending on your screen size, you may need to scroll down to locate the link.



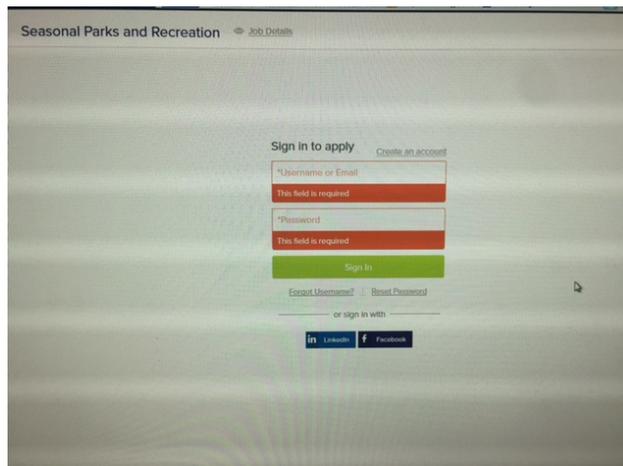
**Step 4:** Click on the 'Seasonal Parks and Recreation' link.



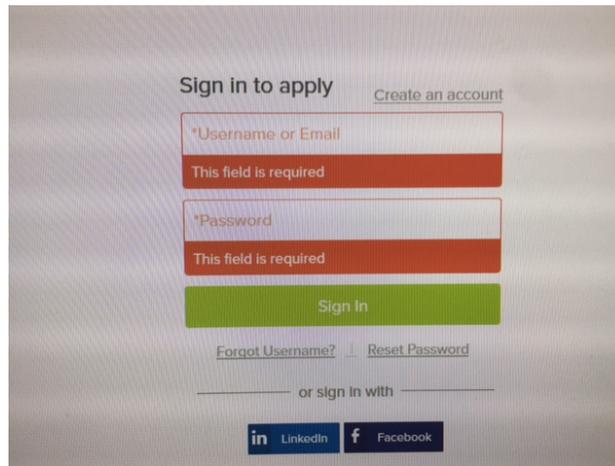
**Step 5:** Click on the green 'APPLY' link.



**Step 6:** The City of Fort Dodge utilizes NeoGov for our online application. NeoGov is used throughout Iowa and across the nation. For those that do not have an account from a previous job application, either with the City of Fort Dodge or another governmental agency, you will need to create an account, which requires an email address.



**Step 7:** Provide your email address and create a unique username and a password to get started!



The image shows a sign-in form with the following elements:

- Two links at the top: "Sign in to apply" and "Create an account".
- A text input field labeled "\*Username or Email" with a red error bar below it that says "This field is required".
- A password input field labeled "\*Password" with a red error bar below it that says "This field is required".
- A green "Sign In" button.
- Two links: "Forgot Username?" and "Reset Password".
- A separator line with the text "or sign in with".
- Two social media login buttons: "LinkedIn" and "Facebook".

**Step 8:** Follow the steps of application process, completing all **REQUIRED FIELDS** through the process.

**Step 9:** Submit your application!

***Thank you for your employment interest with the  
Fort Dodge Parks, Recreation and Forestry Department.***