



Training & Safety Supervisor

Arlington Heights Park District

Contact Name: Rosie Gallina

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Contact Phone:

Closing Date:

Salary: \$72,069-\$76,886

Description:

AHPD OVERVIEW

The Arlington Heights Park District (AHPD) is one of the most noteworthy park districts in Illinois. Located 25 miles northwest from downtown Chicago, AHPD is the 3rd largest Park District in Cook County and the 12th largest in the State of Illinois. Since 1925, AHPD continues to enrich the community by providing fun, accessible, and impactful recreation and facilities for every age and every season. The District are stewards of five community centers with outdoor pools, two tennis clubs, Lake Arlington, Arlington Ridge Center, two public golf clubs and a driving range, Arlington Heights Historical Museum, Senior Center, 58 parks, 44 playgrounds, 22 miles of jogging and bike trails across 714 acres of land. AHPD is a three times National Gold Medal Award recipient for excellence in the field of parks and recreation management and an Illinois Distinguished Accredited Agency.

General Finance and Personnel Information

The Park District's Finance Department supports the Recreation, Parks and Administrative functions through accounts payable, accounts receivable, payroll, registration, human resources, and IT. The Human Resources team of four provides personnel management support through ongoing recruiting, hiring, onboarding, training and developing the District's over 90 full-time and 1,000 part-time staff.

Job Specific Information

Take the reins of safety and training at the Arlington Heights Park District! This key leadership role offers the opportunity to develop and oversee all training workshops and safety procedures. You'll play a pivotal role in shaping the District's overall risk management strategy, ensuring a fun and secure environment for everyone. If you're passionate about creating impactful training experiences and fostering a culture of safety, this dynamic position is for you.

This position will need to have a strong knowledge of:

- Principles, practices, and objectives of training and instructional design techniques
- Strong knowledge of DOL and OSHA regulations
- Good knowledge of the principles, practices, and objectives of park and recreation administration
- Good knowledge of the principles of financial management
- Strong knowledge of pertinent safety precautions and risk management procedures

EDUCATION, EXPERIENCE AND TRAINING

- BA/BS in Human Resource Management, Training and Organizational Development, Safety/Risk Management, or a closely related field from an accredited college or university

- Minimum of two to three years of demonstrated success as a trainer, or safety/risk manager with a high preference in Parks and Recreation or government sector. Or, any equivalent combination of education, experience, and training
- Valid Illinois Class “D” Driver’s License
- CPR, AED, and First Aid Certification within six months of employment; Instructor level preferred

BENEFITS WE OFFER

In exchange for your time and talent, we offer a generous benefit package, including:

- Medical, Dental and Vision coverage
- Life Insurance (basic & voluntary additional coverage)
- IMRF Defined Benefit Pension
- Short- and Long-Term Disability (IMRF)
- 457 and ROTH 457 Defined Contribution Plans
- Medical and Childcare Flexible Spending Accounts
- Paid Time Off (sick, vacation and Floating Holidays)
- Childcare discounts
- Tuition Reimbursement
- PPE Reimbursement
- Parental Leave
- Remote Work Options
- Park District facility and program discounts for employees and their families

The Arlington Heights Park District commits itself to diversity, equity, and inclusion to create a mutually respectful, multicultural, and equitable environment.

<https://ahpd.bamboohr.com/careers/118>