



Manager of Cultural Arts & Special Events

Northern Illinois Special Recreation Association (NISRA)

Contact Name: Dana Seehafer

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Closing Date:

Salary: \$53,000-\$57,000

Description:

The Northern Illinois Special Recreation Association is looking for a **trustworthy** therapeutic recreation **professional** who is ready for the job of a lifetime! Join our **fun** work atmosphere filled with **innovative** staff. Does **compassion** for individuals with disabilities just come naturally for you? Do you have a theater background? The NISRA team could be the place for you.

Our NISRA core values of FUN, PROFESSIONAL, COMPASSIONATE, TRUSTWORTHY AND INNOVATIVE clearly describe the culture by which we are guided in all of our programs, people we hire and places where we provide services.

Position: Manager of Cultural Arts & Special Events-Full Time
Northern Illinois Special Recreation Association
285 Memorial Drive
Crystal Lake, IL 60014
(815) 459-0737

Qualifications: A Bachelor's Degree in Therapeutic Recreation, social work or a related field with three years of progressive full-time experience. Current certifications as a Certified Therapeutic Recreation Specialist (or attained after one year) or Certified Parks & Recreation Professional (or attained one year after eligibility). Must have an extensive knowledge of recreation activities and program planning and possess leadership abilities in a variety of recreation areas with special populations. Experience with staff supervision including recruitment, hiring, training, supervision and evaluation. Must demonstrate strong interpersonal and communication skills. Must be able to work independently. Class "D" driver's license, and certification by Handle with Care and First Aid/CPR/AED or obtainable upon hire.

Summary: Oversee all operations of the agency Cultural Arts and Special Event Programs. Develop and maintain relationships with families, member districts and service organizations and collaborators. Supervise and lead programs, special events and overnight trips. Complete training to drive agency vehicles. Work schedule will include evening and possibly Saturday hours. Active

participation in strategic planning and overall agency development.

Salary range: \$53,000-\$57,000 DOQ

Benefits: Health, dental and vision insurance package, pension plan, monthly travel reimbursement & cell phone stipend, sick, vacation, holidays, personal days and deferred compensation program available.

Hiring Manager: Dana Seehafer, CPRP
Senior Manager of Operations

To Apply: Go to www.nisra.org and follow the link to employment and volunteering.

Application Deadline: Open until filled