



Program Specialist - Tumbling Instructor

Woodridge Park District

Contact Name: Connie Curry

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Closing Date:

Salary: \$20-\$30 per hour Based on Qualifications

Description:

The Woodridge Park District located in Woodridge, Illinois has an opening for a Program Specialist-Tumbling Instructor. As a five time Illinois Distinguished & Accredited Agency Award recipient, the Woodridge Park District serves approximately 35,500 residents with 690 acres of parks and sites offering over 1,000 programs each year. The Program Specialist performs a variety of tasks based on the program assigned. Tasks include but are not limited to: assist with program room & equipment set-up and takedown, coordinate and actively participate in program activities, supervise programs, assist with concessions/food & beverage, perform general maintenance/clean-up duties, enforce behavior and safety policies, etc.

This gymnastics/tumbling instructor position will lead 2-3 year olds with adults and 3-5 year old Tot participants to develop their physical, mental, emotional and social skills through a fun and challenging class. The instructor will introduce children to age-appropriate exercises specifically designed for balance and coordination of their large muscle groups. The instructor will lead through basic gymnastics and movement moves, so participants experience their world in a whole new way and begin to understand how their bodies work. The instructor will also engage participants in running games, along with working on hand eye coordination through various activities. A background in gymnastics/tumbling is preferred. Training is provided.

Essential Duties and Responsibilities:

A person in this position will enforce rules of the Park District as needed; maintain a pleasant and professional image, understand Park District products and services, communicate with participants, handle problems politely and efficiently, follow procedures to solve participant problems; maintain an enthusiastic and positive attitude; work as part of a team and motivate others; check for safety hazards, correct unsafe conditions and/or report them to assigned supervisor in a timely manner; complete all required training for assigned program(s); and arrive prior to the program's scheduled start time as directed by the supervisor in assigned Park District uniform and receive assignment if not already known. A complete job description is available upon request.

Qualifications:

Minimum of 16 years of age.

Excellent verbal and written communication skills.

Basic knowledge of Park District and facility policies and procedures.

Ability to work independently, be self-motivated, and maintain professionalism at all times.

Ability to work effectively with the general public (all age levels), cooperating agencies, businesses, organizations, civic groups, and park district employees.

Attributes:

We are seeking dedicated individuals who are self-starters that strive for excellence and have an innate ability to interact with public and the staff; able to think creatively; possess strong organizational, written & communication skills; are detail oriented; skilled in time management; and able to problem solve in unexpected situations.

Please apply via this link:

<https://www.governmentjobs.com/careers/woodridge/jobs/3582623/program-specialist-tumbling-instructor?pagetype=jobOpportunitiesJobs>