



Recreation Supervisor

Clarendon Hills Park District

Contact Name: Valerie Louthan

Contact E-mail: valeriel@clarendonhillsparkdistrict.org

Contact Phone: 630-323-2626

Closing Date: 2022-08-12

Salary: \$58,000

Description:

DESCRIPTION:

The Clarendon Hills Park District is seeking an experienced, energetic and a creative individual to oversee a variety of recreational programs throughout the year with an emphasis in Athletics Programs, Culinary Classes and Summer Camps.

The Recreation Supervisor is responsible for the development, implementation, operation, and evaluation of programs throughout the year. Other duties include hiring, training, scheduling and supervising part-time staff. This is a full-time position with benefits working 40 hours a week. Generally, hours are 8:30am – 5:00pm Monday thru Friday. Weekends, evening, and holiday's work will be required as needed (various with the season).

QUALIFICATIONS:

A Bachelor's Degree in Recreation and a minimum of two years' experience in recreation programming. Candidate must have organizational and supervisor skills, with practical knowledge of recreational programming. The Recreation Supervisor must be familiar with Microsoft Office applications and be able to learn other software applications. Candidate must also have a valid Illinois drivers' license.

APPLY with cover letter and resume to valeriel@clarendonhillsparkdistrict.org