



Director of Parks and Recreation

North Riverside Parks and Recreation

Contact Name: Sue Scarpiniti

Contact E-mail: administration@northriverside-il.org

Contact Phone: 708-447-4211

Closing Date: 2022-09-06

Salary: \$75,000 - \$120,000

Description:

Job Description:

North Riverside, Illinois (population 7,426). The Village of North Riverside, Illinois is searching for an innovative and passionate leader for our municipal Parks and Recreation Department. North Riverside, commonly referred to as "The Small Community with a Big Heart", is a non-home rule community located 10 miles west of Chicago's Downtown Loop in western Cook County. Although the Village's residential base is small, the North Riverside Parks and Recreation Department is an industry leader in providing high quality and cutting-edge recreation programming in the local area and hosts an extensive variety of programs and activities, special community events, cultural arts performances, and local and extended trips.

The ideal candidate will be a self-starter who possess the skills to positively lead and inspire others and has a passion for serving the local community. The Director of Parks & Recreation reports to the Village Administrator and is responsible for the planning, promoting and administering of a comprehensive recreation program.

Qualifications:

- Bachelor's degree in recreation administration or closely related field
- Certified Parks and Recreation Professional with a record of ongoing participation in continuing education or a Master's Degree is desired
- Experience in facilities management, planning and design is
- At least five (5) years of progressive management experience in the Parks and Recreation profession, with a minimum of three (3) years of supervisory experience.
- Proficient skills in Microsoft Word, Excel, and PowerPoint

Salary:

The salary range for this position is between \$75,000 and \$120,000 with starting salary commensurate with knowledge, skill and experience. A comprehensive benefits package is offered.

How to Apply:

To access a full job description, please visit the Village of North Riverside website www.northriverside-il.org/employment_opportunities. Interested candidates should submit a

completed employment application with cover letter, resume and at least five professional references by email to administration@northriverside-il.org.

This position will remain open until filled, with the initial review of applications beginning September 6, 2022.