



General Recreation Program Manager

Hoffman Estates Park District

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Closing Date:

Salary: \$52,000 to \$58,000 DOQ

Description:

The Hoffman Estates Park District is excited to announce a professional opportunity within our Rec Department. Our General Program Manager position is for an individual who wants exposure to all aspects of Recreation Programming. During each season they will assist Program Managers by helping to enhance athletics, aquatics, camp, early childhood, seniors, and special events. It is the perfect growth opportunity that could lead to a more specialized program manager role within the District. HEParks is a multi-award-winning park district, recently earned the Class IV Gold Medal at this year's NRPA conference and secured its third NRPA CAPRA accreditation. We stand unparalleled in the state of Illinois with both overall state and national accreditations combined with gold medal awards.

HEParks represents a dynamic community with over 50,000 residents, boasting 900 acres of open space, and more than 80 parks. Among our amenities are two recreation centers, a two-sheet ice arena, a Seascape family aquatic center, an 18-hole golf course with a TopTracer facility, and a remarkable 100,000+ sq ft fitness center (the Club). We take pride in offering the very best in the park district services and facilities.

We are seeking an energetic and dedicated professional to join our team of 75 full-time staff. This individual will report directly to the Superintendent of Recreation and will work closely with all Recreation Managers. It is a great opportunity for someone newer to the Park and Recreation field who enjoys helping in all specialty areas or a seasoned individual trying to find just the right fit. This position comes with excellent benefits, such as health, vision/ dental insurance, IMRF pension, and complimentary programming and facility usage, just to name a few. Continuing education opportunities are provided and a great work-team atmosphere.

If you are excited to jump into the park and recreation field or want to broaden your experience to all areas of recreation programming, this is tailor-made for you! Apply today, as we will promptly interview quality candidates upon receiving their resumes.

The Hoffman Estates Park District is a proactive equal-opportunity employer.

Function

The General Program Manager is responsible for assisting with the planning, operation, and organization of recreation programs with the district including, but not limited to before after-school programs, camps, special events, athletic, senior programming, aquatics, and early childhood.

Supervision Received

The General Program Manager is under the direct supervision of the Superintendent of Recreation.

Education & Experience

A minimum of 1-3 years of park and recreation experience including part-time work and internships. Bachelor's Degree preferred in Recreation or Education.

Application: **[Click here to apply](#)**