



Recreation Supervisor of Youth Programs and Camps

River Heritage Conservancy

Contact Name: Justin Slade

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Contact Phone: 847-463-3724

Closing Date: 2024-05-24

Salary: \$45,344 to \$52,902

Description:

The River Trails Park District is seeking a Recreation Supervisor to oversee the day-to-day operations of the before/after school care program and summer camps as well as some enrichment youth programs. The supervisor is responsible for the development and administration of a variety of recreation programs in the areas identified by the Superintendent of Recreation Operations.

QUALIFICATIONS:

Possession of a valid driver's license

Bachelor's Degree in Parks and Recreation Administration or related field preferred

Two (2) years progressive Parks and Recreation experience preferred

Certified Park and Recreation Professional preferred

The River Trails Park District offers a very competitive salary and benefits package, including:

- Opportunity for TeleWork as appropriate
- Blue Cross Blue Shield Medical Insurance, PPO or HMO
- Dental and Vision Insurance
- Life Insurance (basic & voluntary additional coverage)
- Illinois Municipal Retirement Fund (IMRF) Defined Benefit Pension and 457 deferred compensation plan.
- Paid Time Off (sick, vacation and Floating Holidays)
- Employment Assistance Program (EAP)
- Training and professional development opportunities.
- Tuition Reimbursement Program
- Free Fitness Center membership
- Free pool membership
- Discounts at Rob Roy Golf Course, Driving Range and mini golf
- Employee Wellness Programs and Incentives
- Park District facility and program discounts for employees and their families
- Employee Recognition Programs
- Paid IPRA and NRPA memberships

River Trails Park district is a community driven organization which espouses a progressive and meaningful work experience as you grow within the profession. A positive work-life balance is

important to us, come check out River Trails Park District.

Qualified Applicants can apply online at:

Employment and Opportunity - River Trails Park District (rtpd.org)

Responsibilities

Assists Manager of Marketing and Communications in the development of brochures, newsletters, electronic posts and notifications

Participates with all program area projects

Oversees area personnel including recruiting, hiring, training, disciplining and evaluating

Coordinates area programs and facility schedules

Handles public information and advertising for assigned programs

Assists with all Special Events as requested

Administers all aspects of the program area budget

Oversees and prepares recreation personnel payroll

Perform other duties and functions as requested