



Staff Manager

West Suburban Special Recreation Association

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Closing Date: 2024-07-16
Salary: \$58,000 + DOQ

Description:

Click here to view full job description and apply online today:
<https://recruiting.paylocity.com/recruiting/jobs/Details/2556356/West-Suburban-Special-Recreation/Staff-Manager>

ABOUT WSSRA:

WSSRA provides year-round recreation programs and services for individuals with disabilities. WSSRA values a culture of collaboration, growth, innovation, equity and fun. If you are energetic, creative, passionate and want to make a difference in your career and the lives of others, you would be a great fit for our team.

JOB PURPOSE:

The Staff Manager is responsible for recruitment, hiring and retention of seasonal part-time staff, volunteers, interns and drivers for WSSRA seasonal programs, day camp, special events and inclusion. The Staff Manager will supervise two full-time Recreation Specialists.

QUALIFICATIONS:

Must have a degree from an accredited college or university in Human Resources, Therapeutic Recreation, or a related field. Applicant must have 3 years full-time experience, preferably in a setting working with people with disabilities in recreation programs. Previous experience must include the supervision of part-time staff and volunteers. Must demonstrate proficiency in basic computer applications such as Microsoft Office. Bilingual in Spanish and/or Polish desirable. Certified Therapeutic Recreation Specialist; CTRS preferred.

BENIFITS:

Medical Coverage, Dental Coverage, Life Insurance, Illinois Municipal Retirement Fund (IMRF) Pension Plan, Flexible Spending Accounts, Paid Holidays, Vacation, Sick Time, and Personal Days.