



## Recreation Manager - Youth Oak Brook Park District

**Contact Name:** Mike Contreras

**Contact E-mail:** mcontreras@obparks.org

**Contact Phone:** 630-645-9527

**Closing Date:**

**Salary:** \$62,000 - \$67,000

### **Description:**

#### **Full-Time, Exempt**

The Recreation Manager is responsible for managing Preschool, Camp Programs and General Youth Recreation programming. The Recreation Manager is also responsible for directly supervising all staff required to maintain these programs.

The Recreation Manager directly reports to the Superintendent of Recreation. The Preschool Staff, Camp Staff, Before and After Care Staff, Special Event Staff, General Program Instructors, and Contract Program Instructors report directly to the Recreation Manager.

### **Education, Experience & Training:**

Bachelor's degree in Parks and Recreation or related field, and a minimum of 3 years of experience in Recreation programming. Basic knowledge of Microsoft operating systems, and experience with Active Network software is preferred. A valid Illinois Driver's License is required. CPRP or ability to become a Certified Park and Recreation Professional (CPRP) by taking the CPRP exam. CPR/AED certification is required and training will be provided by the Park District.

THE OAK BROOK PARK DISTRICT IS AN EQUAL OPPORTUNITY EMPLOYER. Employment with the Park District is governed on the basis of merit, competence and qualifications and will not be influenced in any manner by race, age, color, sex, religion, veteran status, national origin, sexual orientation, disability or any other legally protected status. Those applicants requiring reasonable accommodation to the application and/or interview process should notify Mike Contreras, ADA coordinator, at (630) 645-9527 or mcontreras@obparks.org

Bilingual Candidates Encouraged to Apply.

### **Benefits Include:**

Medical, Dental, and Vision coverage

Life Insurance (basic & voluntary additional coverage)

IMRF Defined Benefit Pension

Short- and Long-Term Disability (IMRF)

457 Defined Contribution Plans

Medical and Childcare Flexible Spending Accounts

Paid Time Off (sick, vacation, and personal time)

Paid Family Leave

Tuition Reimbursement

Park District Membership, Program and Rental Discounts

**Apply online here!**