



Athletic Supervisor

Crystal Lake Park District

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Closing Date:

Salary: \$49,763-\$62,204 DOQ

Description:

To apply, click on the following link: <https://crystallakeparks.bamboohr.com/careers/86>

Are you a passionate, high-energy leader who thrives in the world of sports, recreation, and community engagement? Do you love the buzz of tournaments, the strategy behind scheduling, and the joy of helping people get active? If so, we want you on our team!

About the Role

We're looking for an Athletic Supervisor to oversee the planning, coordination, and management of a wide variety of recreational programs, athletic field maintenance, athletic leagues, tournaments, and events across several of our premier facilities — including the Boncosky Complex, Golf Learning Center, batting cages, and more.

From managing field rentals to leading seasonal staff, this role is fast-paced, diverse, and deeply rewarding. You'll be at the heart of it all, building programs that bring people together and ensuring everything runs smoothly, safely, and successfully.

What You'll Be Doing

- Lead operations at the Boncosky Complex, including leagues, tournaments, and beer garden management.
- Manage day-to-day functions of the Golf Learning Center and batting cages.
- Coordinate field maintenance and rentals at Lippold Park and beyond.
- Recruit, train, and supervise a top-notch team of full-time, part-time, and seasonal staff.
- Schedule practices, tournaments, and maintenance to keep everything running like clockwork.
- Oversee program budgets and ensure strong financial performance.
- Develop new programming and revenue opportunities.
- Serve as the go-to for affiliate groups, vendors, and community partners.

What We're Looking For

- A Bachelor's degree in Recreation, Sports Management, or a related field.
- At least 3 years' experience in recreation management and supervising staff.

- Field maintenance and league management experience – required!
- A CPRP certification is a plus (or willingness to obtain).
- CPR/AED certified (or willing to obtain).
- Strong computer skills and familiarity with registration systems.
- Exceptional communication, organization, and time management skills.
- A team player with a can-do attitude who thrives under pressure.
- Ability to work evenings, weekends, and holidays as needed.
- A valid driver's license and insurance.

Working Conditions

- This is a hands-on role! You'll be indoors, outdoors, and everywhere in between — in all types of weather.
- Ability to lift 50 lbs and keep up with the physical demands of recreational and athletic event work.

Why Join Us?

We're more than a park district — we're a community. You'll work alongside passionate people who care about making a difference. You'll enjoy a supportive work environment, opportunities for growth, and the chance to turn your love for sports and recreation into a fulfilling career.

The Crystal Lake Park District is an equal opportunity employer.

For a full listing of our benefits, please click on the link below.

<https://www.crystallakeparks.org/upload/BenefitsOutline.pdf>