



Recreation Supervisor - Preschool & Early Childhood

Arlington Heights Park District

Contact Name: Emma O'Meara

Contact E-mail: hr@ahpd.org

Contact Phone: 847-577-3046

Closing Date:

Salary: \$57,071 - \$63,640

Description:

Are you passionate about creating a fun and enriching environment for kids? We're looking for a motivated, self-starter to lead our Preschool & Early Childhood programs, serving hundreds of young learners and overseeing a combination of Preschool Teachers, Teacher Aides, and Program Instructors. You'll supervise and manage our preschool program, develop and run engaging early childhood programs throughout the year and collaborate on the District's multi-generational programming. You'll be a great fit if you have excellent writing and communication skills, thrive in a fast-paced environment and can build positive relationships with employees, parents and the community.

- Responsible for planning, implementing, and supervising the Preschool program, Early Childhood Programs, and Kaleidoscope Preschool Summer Camp.
- Hires, trains, directs, and reviews Preschool Teachers & Aides, Early Childhood instructors, and summer camp & program staff totaling approximately 50 staff
- Plans and teaches Early Childhood enrichment classes/pop-up classes as scheduled
- Develops age-appropriate curriculum and activities aligned with educational standards for enrichment and seasonal programming

GENERAL PRESCHOOL & EARLY CHILDHOOD INFORMATION

The Arlington Heights Park District believes in fostering a love of learning through creativity, play, and discovery. We are a nurturing and inclusive environment where young minds can grow, and we're looking for a passionate Preschool & Early Childhood Supervisor to join our team! If you are looking for a supportive, collaborative work culture that values innovation and growth apply today!

EDUCATION, EXPERIENCE, AND TRAINING

- BA/BS in Early Childhood Education, Elementary Education, Recreation, or closely related field from an accredited college or university
- Minimum of three years' experience in a childcare setting or supervising children's activities or programs
- Or any equivalent combination of education, experience, and training
- Valid Illinois Class "D" Driver's License
- CPR (Infant, Child, and Adult), AED Certification required

This position's salary range is \$57,071-\$63,640 DOQ.

BENEFITS WE OFFER

In exchange for your time and talent, we offer a generous benefit package, including:

- Medical, Dental, and Vision coverage
- Life Insurance (basic & voluntary additional coverage)
- IMRF Defined Benefit Pension
- Short- and Long-Term Disability (IMRF)
- 457 and ROTH 457 Defined Contribution Plans
- Medical and Childcare Flexible Spending Accounts
- Paid Time Off (sick, vacation, and Floating Holidays)
- Childcare discounts
- Tuition Reimbursement
- Parental Leave
- Park District facility and program discounts for employees and their families