



Recreation Coordinator - Athletics

Southeast Association for Special Parks and Recreation (SEASPAR)

Contact Name: Stephanie Stocks

Contact E-mail: sstocks@seaspar.org

Contact Phone: 630-960-7600

Closing Date: 2025-09-15

Salary: 44,000-55,000

Description:

Are you a recreation professional looking for rewarding work in a supportive environment? Would you love to expand your horizons with a great team by your side? Then SEASPAR is the place for you!

SEASPAR (the South East Association for Special Parks And Recreation) is a special recreation association providing year-round recreational programs and services to residents with disabilities in the following communities in Illinois: Brookfield, Clarendon Hills, Darien, Downers Grove, Indian Head Park, La Grange, La Grange Park, Lemont, Lisle, Western Springs, Westmont, Willowbrook, and Woodridge. SEASPAR offers year-round programming for all ages and all disabilities, including: weekly social, artistic, cultural, and fitness programs; special events and trips; Special Olympics training; adapted sports; multi-sensory rooms; and much more!

SEASPAR is currently seeking an energetic, creative, and flexible candidate for our Recreation Coordinator position, which plans and coordinates all athletics programming including Special Olympics, aquatics, and adaptive sports.

Main Responsibilities

Instruct recreation and leisure programs as developed and sponsored by SEASPAR, with a range of twelve to sixteen hours of direct leadership per week.

Plan and coordinate Special Olympics and sports programs which must meet the needs and interests of SEASPAR's residents in addition to coordinating the use of community facilities to meet program needs.

Plan a variety of aquatic programs which must meet the needs and interests of SEASPAR's residents in addition to coordinating the use of community facilities to meet program needs.

Plan and coordinate several large-scale sporting events on an annual basis, including a swim meet, bowling tournament, and various other sports competitions.

Develop, organize, and plan the weekly adaptive athletic programs for people with physical

disabilities.

Additional duties as listed in the full job description available at <https://seaspar.isolvedhire.com/jobs/1579907>.

Work Schedule and Location

The Recreation Coordinator primarily works at the main SEASPAR office, located at 4500 Belmont Road in Downers Grove. Frequent travel to program sites is required. Regular office hours are 8:30 a.m.-4:30 p.m. Monday through Friday, but evening and weekend commitments should be expected. Must have regular and predictable on-site attendance.

Compensation

In exchange for your time and talent, this position offers competitive compensation with a starting salary of \$44,000-\$55,000 based on experience and qualifications, in addition to medical, dental, vision, and life insurance, Illinois Municipal Retirement Fund pension plan, medical and dependent flexible spending account, paid time off (including holiday, vacation, personal, and sick), and tuition reimbursement.

To Apply

Visit <https://seaspar.isolvedhire.com/jobs/1579907> to apply online.

SEASPAR is an Equal Opportunity Employer which has been, and will continue to be, a fundamental principle at the agency, which bases employment upon personal capabilities and qualifications without discrimination because of an individual's actual or perceived race (including but not limited to traits associated with race, such as hair texture and protective hairstyles such as braids, locks, and twists), color, religion, sex, gender (including gender identity and expression), age, national origin, citizenship status, work authorization status, ancestry, marital status, veteran status, disability, association with a person with a disability, sexual orientation, genetic information, unfavorable discharge from military service or military status, civil union partnership, order of protection status, pregnancy, childbirth or a medical condition related to pregnancy or childbirth, or any other protected characteristic as established by law.

Applicants requiring a reasonable accommodation to participate in the hiring process may contact HR at info@seaspar.org.