



Athletic Supervisor- Frontier

Arlington Heights Park District

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Closing Date:
Salary: \$57,071-\$60,853 DOQ

Description:

Join our Recreation team and play a key role in leading Athletics at AHPD! The **Athletics Supervisor – Frontier** oversees two of our largest programs—in-house youth soccer and youth basketball—along with coordinating exciting annual 3v3 tournaments in both sports. This dynamic role also serves as the primary liaison for the Aces travel soccer program and manages operations of our state-of-the-art turf athletic field. If you're passionate about youth sports and community recreation, this is your opportunity to make an impact!

The salary range for this position is \$57,071-\$79,265, with an anticipated hiring range of \$57,071-\$60,853 DOQ.

Athletics Supervisor-Frontier Park Job Description

JOB SPECIFIC INFORMATION

- Oversees all aspects of the following athletic program areas: In-house youth soccer and in-house youth basketball, including securing volunteer coaches, scheduling gym and field space, coordinating referees through assigner, scheduling timers and facility attendants, and fielding all participant questions.
- Directly oversees adult softball, adult basketball, and all athletic fields and facilities, including Melas Park and Recreation Park West. Indirectly oversees youth soccer, youth basketball, volleyball, T-ball, Sunset Meadows field, and Canine Commons Dog Park.
- Schedules Sunset Meadows athletic fields for use by Park District programs and activities, as well as for community agencies such as school districts, AHYAA, and other local groups.
- Develops and maintains relationships with Illinois Premier, AHYAA, school districts, large renters, and referee assigners.
- Coordinates annual 3v3 tournaments for both youth soccer & youth basketball.
- Prepares coaches' packets, coaches' and players' manuals, and other informational materials.
- Develop and implement a training and certification program for sports officials, if needed.
- Manages the following areas of the Community Center facility: scheduling of rooms, gyms, and registration/support staff.
- Manages all functions and activities that are held in the building, gym, and/or surrounding parkland

- Works collaboratively with the Superintendent of Parks on field use and maintenance based on seasonal programs and rental schedules.
- Works closely with the Athletic team on all athletic programs as needed.
- Hires, trains, supervises, and evaluates part-time and seasonal direct reports.

EDUCATION, EXPERIENCE, AND TRAINING

- BA/BS in Parks and Recreation, Physical Education, or a closely related field from an accredited college or university
- Minimum of one-three years of demonstrated success as an athletic and/or recreation programmer
- CPRP Certification preferred
- Or, any equivalent combination of education, experience, and training
- Valid Illinois Class "D" Driver's License
- CPR and AED Certification required within six months of employment

Full-Time Benefits

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)
- Credit Union
- PPE Reimbursement
- Park District facility and program discounts
- Paid Parental Leave

AHPD OVERVIEW

The Arlington Heights Park District (AHPD) is a public park and recreation agency located in Arlington Heights, Illinois—one of the largest communities in Chicago's prestigious northwest suburban corridor. Our mission is to enrich the community by providing fun, accessible and impactful recreation and facilities for every age and season. However you choose to recreate, we have something for you. We aim to serve everyone equally and fairly across our 29 facilities—including five community centers with outdoor pools, Arlington Ridge Center, two tennis clubs, two public golf clubs, Lake Arlington, Arlington Heights Historical Museum, and Senior Center—and 58 parks across 716 acres of land. In our 95-year history, we have earned multiple distinctions recognizing our high-quality standards of excellence, including three National Gold Medal Awards, maintaining a Moody's AAA bond rating for nine years, and receiving multiple awards for fiscal responsibility.

The Arlington Heights Park District commits itself to a cohesive environment to create a mutually respectful, multicultural, and equitable environment.

To Apply: Please click the link below:

<https://ahpd.bamboohr.com/careers/216>