



## **Manager of Spring Valley**

### **Schaumburg Park District**

**Contact Name:** Alison Mielitz

**Contact E-mail:** almielitz@parkfun.com

**Contact Phone:** 847-985-2115

**Closing Date:**

**Salary:** \$75,700-\$85,000

#### **Description:**

**ABOUT US:** The Schaumburg Park District is an award-winning public agency that provides its 80,000 residents with a wide variety of recreational facilities, programs, events, parks and open spaces. Spring Valley Nature Center & Heritage Farm provide educational programs, events and visitor services on 135 acres with 3.5 miles of walking trails. The Nature Center features an exhibit gallery, classrooms, and outdoor displays and gardens. The facility hosts year-round interpretive programs, youth group field trips, various special events, and camps. Volkering Heritage Farm is a 12-acre living history museum interpreting a typical late 19th century German-American farm. Bison's Bluff is a 1-acre Nature Playground that promotes active outdoor play for youth. Spring Valley also runs a volunteer support program.

**JOB SUMMARY:** Reporting to the Superintendent of Education & Enrichment Programs, The Manager of Spring Valley is responsible for overseeing Spring Valley Nature Center, Volkering Heritage Farm, and Bison's Bluff, along with interpretive programs and services at nature conservation sites throughout the Park District. In addition, this position will directly supervise three (3) full-time employees and two (2) part-time employees, and will indirectly oversee two (2) additional full-time employees and 25+ part-time employees. Responsible for a budget of approximately \$1.5 million and accountable for profit & loss of designated areas.

**QUALIFICATIONS:** The best applicants should have a Bachelor's degree in Outdoor Education or Recreation, Museum Management, Environmental Science, Conservation Biology or other related field, along with at least five (5) years' experience in a related field. Applicant should either possess a Certified Interpretive Manager (CIM) from the National Assoc. for Interpretation or be able to complete certification within 18 months of employment. Certified Parks and Recreation Professional (CPRP) certification preferred. Applicant must possess outstanding verbal and written communication skills in a public setting.

**PAY, BENEFITS & WORK SCHEDULE:** This is a full-time year-round exempt position. Core hours are typically Monday – Friday 8:30am – 4:30pm with additional night and weekend work required during peak seasons. **Target hiring range is \$ 75,700 - \$85,000 per year DOQ** (depending on qualifications). Our full-time benefits package includes:

- **Free and/or discounted Park District classes, programs, events, and memberships for**

**you and your family\*! (\*see definition\*)**

- Medical Insurance
- NEW! Zero Card
- Dental Insurance
- Vision Insurance
- FSA Healthcare
- FSA Dependent Care
- Basic Life Insurance
- Voluntary Life Insurance
- AFLAC Indemnity Plans
- IMRF Pension (Retirement, Disability, Life)
- 457 Retirement Plan (Nationwide)
- Paid Vacation, Personal Days, Floating Holidays, and Sick Time
- Employee Wellness Programs and Incentives
- Employee Recognition Programs

**APPLY NOW!**

Visit us at: <https://schaumburgparkdistrict.bamboohr.com/jobs>

**\*\* Position will be open until filled. \*\* Schaumburg Park District is an Equal Opportunity Employer. \*\***

*Keywords: park, parks, recreation, nature, nature center, nature programs, natural sciences, natural history, ecological principals, ecology, program, programs, programming, environmental education, environmental, environmental, environmental, Certified Interpretive Manager, CIM, special events, planning, event planning, volunteers, volunteer, volunteering, Illinois natural history, facility management, facility manager, farm, history, history museum, nature playground, playground*