



Safety Coordinator

Mundelein Park & Recreation District

Contact Name: Sarah Bannon

Contact E-mail: sbannon@mundeleinparks.org

Contact Phone: 847-388-5461

Closing Date:

Salary: \$25.89 - \$32.36

Description:

Do you enjoy being a part of a TEAM atmosphere where SAFETY comes first? A strong safety culture doesn't happen by accident. The Mundelein Park & Recreation District is looking for its next safety champion to lead the daily safety oversight, conduct inspections, deliver engaging training, and partner with supervisors to strengthen safety practices across the District. This new position of Safety Coordinator will support the continuous safety initiatives and boost overall safety efficiency. What makes you a great fit:

- Strong understanding of safety standards and workplace best practices
- Confident communicator who can coach, influence, and collaborate
- Detail-driven with the ability to stay organized in a fast moving environment
- Comfortable in the field, on the floor, and in front of a group
- Passionate about building a culture where safety is everyone's responsibility

Summary

Under the supervision and direction of the Recreation Facility Manager, the Safety Coordinator is responsible for directing and managing the Park District's overall safety program and related documentation. The Coordinator provides staff training, conducts accident investigations, and works closely with the Park District's risk management association to ensure compliance with recommendations and regulations.

Qualifications

Two years of related experience preferred. Must have progressively responsible experience in a professional environment, preferably in a park district or related environment. CPR, First Aid, and AED Certification required within 90 days of employment.

Pay, Benefits and Hours

This is a Part-Time position working 25 hours a week. General work hours will be Monday – Friday from 10:00am – 3:00pm. Hours may fluctuate from normal business hours based on trainings, special events; evening, weekend, and holiday work may apply. The hiring wage range is \$25.89 - \$32.36 per hour, depending on qualifications. The full wage range is \$25.89 - \$38.83 per hour. Our part-time benefit package includes:

- Employee Assistance Plan (District Paid)
- IMRF Pension (Retirement and Disability)
- Paid Vacation, Personal, Emotional Well Being, Sick and Holiday days
- Employee Wellness Program Incentives
- Complimentary Fitness Membership and Aquatic Passes

Established in 1954, Mundelein Park & Recreation District has 34 park sites offering over 735 acres of open space, playgrounds, ballfields, lakes and trails. We offer over 650 seasonal programs, including: dance, youth sports, tennis, karate, golf, gymnastics, adult and youth leagues, swim instruction, art, fitness and wellness, culinary, adult day trips, science classes, and day camps. In addition, we host over 20 annual events, many free to the public.

Don't miss this opportunity, apply today at www.mundeleinparks.org. Applications will be reviewed upon receipt and qualified candidates will be contacted shortly after.