



## **Assistant Superintendent of Recreation Facilities & Fitness (full-time, \$70,500-\$80,000/year) Schaumburg Park District**

**Contact Name:** Alison Mielitz  
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**Closing Date:**  
**Salary:** \$70,500-\$80,000/year

### **Description:**

**ABOUT US:** Schaumburg Park District is an award-winning parks and recreation agency that provides its 80,000 residents with a wide variety of recreational programs, classes, and events as well as facilities, parks and open spaces.

**JOB SUMMARY:** The Assistant Superintendent of Recreation Facilities & Fitness is responsible for overseeing two (2) recreation facilities and their operations including staffing, training, and facility management. These recreation facilities include the Community Recreation Center & Meineke Recreation Center. Additionally, they are responsible for fitness center operations and programming including scheduling, marketing/promotions, membership sales, customer service, group fitness, and personal training. Indirect oversees party and rental program area.

**QUALIFICATIONS:** Qualified applicants will have a bachelor's degree in Recreation, Sport Management, Hospitality, or Business Administration. Liberal Arts degrees are also acceptable along with prior experience with similar job duties. At least five (5) years related experience along with prior supervisory experience required. We will provide the following training and certifications (must be able to acquire within first year of employment): Food Service & Sanitation Certificate and CPR, AED & First Aid Instructor certification. Valid Illinois driver's license required. Experience working in aquatics preferred but not required.

**PAY, BENEFITS & WORK SCHEDULE:** This is a full-time year-round exempt position. Target hiring range is \$70,500 - \$80,000 per year DOQ (depending on qualifications). Work schedule is generally Monday - Friday 8:30am – 5pm, occasional nights and weekends may be required. 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
- Zero Card
- Dental Insurance
- Vision Insurance
- Prescription Insurance

- FSA Healthcare
- FSA Dependent Care
- NEW! Commuter Benefit
- 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
- Public Service Loan Forgiveness (PSLF) eligible employer

**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, Sport, Sports, Fun, Physical, Active, Fitness, Exercise, Cardio, Spin, Strength, Weights, Run, Bike, Gym, Community, Front Desk, Register, Registration, Enroll, Customer Service, Membership, Sales, Manage, Manager, Facility Management, Recreation Center, Fitness Center, Personal Training, Group Fitness, Group Exercise, Rentals, Parties, Booking*