



Recreation Supervisor - Early Childhood, Cultural Arts and Adults/Seniors

Roselle Park District

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Closing Date:
Salary: \$50,000-\$60,000 DOQ

Description:

This is a full-time exempt position; annual salary is **\$50,000-\$60,000 DOQ**

If you are interested, please apply online at: <https://www.applitrack.com/rparks/onlineapp/>

This position is a mix of daytime, evening, and weekend hours. Standard working day is between 8a-5p. You are committed long term and are a passionate believer in serving both customers and team members.

The Recreation Supervisor oversees Early Childhood preschool programming, Cultural Arts department (Dance, Theatre, Music and Art Classes) and Adults/Seniors programming. The dance program includes our dance academy that offers a wide variety of dance classes. The dance academy also includes dance recitals, private lessons and dance camps. The theatre program includes two productions a year, with a summer theatre camp and theatre classes. The music program offers a variety of music classes and a music showcase. The candidate should have one to two years of experience with the ability to multi-task, pay attention to detail, and be a visionary who can implement ideas, be a team player and possess impeccable customer service skills. We are looking for someone who possesses strong leadership, organization, management, and the ability to communicate verbally, and in writing.

The position is responsible for creating, planning, organizing, staffing, implementing, budgeting, and evaluating the programs in the following areas: Early Childhood, Cultural Arts and Adults/Seniors. The Recreation Supervisor is primarily responsible for communicating with customers, new program development, and handling any conflicts with parents. Along with coordinating inclusion requests, creating new creative programs/events seasonally, and being fiscally responsible. Supervisory responsibility for a number of part-time employees, volunteers, and third-party contractors.

BENEFITS WE OFFER: In exchange for your time and talent, we offer a generous benefit package, including: • Medical Coverage, PPO, HMO and HDHP (high deductible health plan) • Dental Coverage

• Prescription Coverage • Vision Insurance • Life Insurance (basic & voluntary) • Short- and Long-Term Disability (IMRF) • Pension / Defined Benefit Plan (IMRF) • 457 Plan / Defined Contribution Plan (optional) • Paid Holidays, Floating Holidays, Vacation, Sick Time • Professional Membership Dues • Park District Facility Discounts and Usage Benefits

Roselle Park District provides equal employment opportunity (EEO) to all persons regardless of age, color, national origin, citizenship status, individuals with disabilities, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital and housing status.