



Recreation Supervisor

Village of Glendale Heights

Contact Name: Barb Keselica

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Closing Date: 2026-11-18

Salary: \$63,044.80 - \$82,742.40

Description:

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Bring your ideas. Lead great facilities. Make recreation better.

The Village of Glendale Heights is seeking a motivated, creative and detail-oriented Recreation Supervisor for Aquatics & Facility Operations to lead seasonal operations at GH2O Aquatic Center and year-round Fitness Center services while supporting evening and weekend operations at the Sports Hub. The ideal candidate has proven experience supervising aquatic staff, a strong commitment to safety and customer service, and the initiative to develop programs, activities and events that increase community participation. This hands-on leadership role calls for sound judgment, organization, collaboration and consistent follow-through.

Key Initiatives:

- Lead GH2O Aquatic Center operations, including swim lessons, swim team, FlowRider, aquatic rentals, staff training, emergency preparedness and safety compliance.
- Recruit, train, schedule, supervise and evaluate year-round Seasonal Recreation Attendants and summer aquatic personnel; maintain certifications and high service standards.
- Manage Fitness Center operations, memberships, retention, fitness programming and open gym, while developing new activities and events to expand participation and revenue.
- Serve as evening and weekend Manager on Duty at the Sports Hub; address operational concerns, incidents and customer needs.
- Coordinate assigned facility, indoor, park and shelter rentals; monitor budgets and performance; work collaboratively with Public Works and other department divisions.

Qualifications

The ideal candidate will have a bachelor's degree in recreation, parks and recreation administration or a related field, or an equivalent combination of education and experience, plus at least three years of hands-on aquatic facility management experience that includes demonstrated supervision, training and evaluation of staff. Strong leadership, attention to detail, organization, problem-solving, recordkeeping and follow-through are essential.

- Current CPR/AED and First Aid certifications required at hire.
- CPR/AED Instructor certification required at hire or within three months of employment.
- Lifeguard Instructor certification through a nationally recognized organization required at hire or within three months of employment.
- Certified Pool Operator (CPO) or Aquatic Facility Operator (AFO) certification required at hire or within three months of employment.
- Experience with RecTrac and bilingual English/Spanish proficiency are preferred.

Compensation and Schedule

Salary Range: \$63,044.80–\$82,742.40 annually. Full-time, AFSCME-represented position with IMRF participation. Salary progression follows the applicable collective bargaining agreement. The Village offers a benefits package including health and dental insurance.

Anticipated schedule: Tuesday–Friday, 11:45 a.m.–8:15 p.m., and Saturday, 7:45 a.m.–4:15 p.m. Evening, weekend and after-hours availability is required; the schedule may change based on operational needs.

To apply, please apply online at <https://www.glendaleheights.org/179/Career-Opportunities>.

Posting date and application deadline: November 18, 2026.

All job offers are conditional upon the satisfactory outcome of pre-employment drug testing and background check.

An Equal Opportunity Employer.

The Village of Glendale Heights is committed to a nepotism and cronyism policy of employment, advancement and/or contracting practices based upon qualifications and merit, and to ensure that no conflict of interest, favoritism, preferential treatment, or discrimination enters into the employment and contracting process without discrimination in favor of or in opposition to the employment of immediate family members and a personal, political, financial, or commercial relationships.

If you are an immediate family member (an employee's spouse; an employee's natural, step, adopted or foster parent; an employee's mother-in-law, father-in-law, daughter-in-law or son-in-law; an employee's grandparent; an employee's child or grandchild; an employee's sister or brother; employee's aunt, uncle, niece, nephew; spouse's grandparent, brothers-in-law, sisters-in-law; or any other dependent residing in the same household of the employee) or a personal, political, financial, or commercial relationship to a current or past Village employee, please indicate so in the "Applicant Information" section of your employment application