



Superintendent of Recreation Bensenville Park District

Contact Name: Evelyn Struck

Contact E-mail: evelyn@bensenvilleparkdistrict.org

Contact Phone:

Closing Date:

Salary: \$65,000-\$75,000

Description:

DESCRIPTION

The Superintendent of Recreation is responsible for the overall direction and administration of the District's recreation programs, Deer Grove Leisure Center, the Bensenville Waterpark operations and customer service initiatives. This includes the overall administration, planning, operations, and personnel for the Deer Grove Leisure Center, Bensenville Waterpark and includes full-time, several permanent part-time, and up to 200 part-time staff. This position manages the strategic goals, objectives, policies, and priorities for the Division; determines staffing needs and service levels for the Division; and attains and allocates resources according to Division priorities. Prepares and manages the Recreation budget and recommends needs for capital improvements for the above facilities. The Superintendent reports to the District's Manager of Park Operations.

QUALIFICATIONS

- A Bachelor's Degree in Parks and Recreation or related field is required
- A minimum of 7 years of recreation experience in a management or administrative position is required; experience supervising full-time staff is preferred
- Experience in various aspects of the recreation field
- Skills in managing diverse operations and revenue-based facilities
- Must possess strong leadership, written and verbal communication, and presentation skills
- Strong ability to recruit, lead, motivate, train and supervise both full and part-time staff
- Experience writing and managing program and facility budgets with a strong business sense
- Must possess a strong recreational philosophy and team orientation for leadership
- Proficient in computer skills, RecTrac, Microsoft Office
- Certified Park and Recreation Professional preferred
- Must have a valid IL Driver's License and provide own transportation

JOB STATUS: Full-time, Exempt

DEPARTMENT: Recreation

SALARY: \$65,000-75,000

HOW TO APPLY

Qualified applicants should submit a resume and with at least two letters of reference to: Evelyn Struck, Superintendent of Finance & HR, Bensenville Park District, evelyn@bensenvilleparkdistrict.org. Position is open until filled. No phone calls please.