



Recreation Specialist Adapted Sports

Lincolnway Special Recreation Association

Contact Name: Melissa Jensen

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Closing Date:

Salary: \$38,000-\$42,000

Description:

Recreation Specialist Area of Concentration: Adapted Sports & Fitness

At LWSRA, we believe in a community without limits. Formed in 1976 we have always set out to provide recreation and leisure programming offering programs for individuals with both physical and cognitive disabilities. We currently serve 7 surrounding park districts and do accept non-residents in our programs.

We serve approximately 400 individuals throughout the year and are excited to keep growing.

ABOUT THE JOB

Members of Team LWSRA are always striving for quality programs. The Recreation Specialist is responsible for the coordination and implementation of safe, high-quality recreation services for individuals with disabilities of all ages.

KEY RESPONSIBILITIES INCLUDE:

- Coordinate, plan, organize and implement all aspects of LWSRA Adaptive Sports and Fitness programs, as well as any programs or events assigned by a supervisor.
- Ensure that all Program Leaders, Program Aides and Volunteers have the information, training and tools necessary to carry out designated programs and events.
- Lead and implement programs and events as needed, or act as a substitute coach or leader as needed in the event of an absence.
- With proper training and orientation provided by LWSRA and positive results of a driver abstract, required to drive designated LWSRA vehicles.
- Visit program sites often to ensure safe and effective programs, communicate with parents, and participants.
- Prepare, as needed, behavior and disciplinary reports.
- Plan, organize and implement programs and events, while staying within the confines of the LWSRA budget.
- Respond to inquiries about Adaptive Sports or assigned programs and events and anticipate future program offerings.

- Meet scheduling deadlines set by the Executive Director and Superintendent in a timely manner.
- Work closely with the Fundraising Coordinator to create and implement fundraisers for all athletic, fitness and assigned programs, events and tournaments.
- Assist Public Relations Coordinator with press releases for LWSRA Adaptive Sports or assigned programs and events.
- Attend LWSRA community, foundation, and special events as assigned by the Director or Superintendent of Recreation.
- Maintain LWSRA equipment to ensure quality. To include uniforms, sporting equipment, etc.

ABOUT YOU

- Graduation from an accredited college or university with a bachelor's degree in therapeutic recreation, recreation administration, special education, adaptive physical education, or a related field.
- Ability to sit for the NCTRC (National Council for Therapeutic Recreation Certification) or comparable certification within six (6) months of employment.
- Demonstrable knowledge of disabilities and the recreational needs of persons with disabilities without exclusion.
- Knowledge and/or training in the area of therapeutic recreation, recreation, special education, adaptive physical education or a related field.

SCHEDULING & PAY

This is a full-time, year-round position that requires evening and weekend work. Salary is \$38,000 to \$42,000 a year, dependent on qualifications.

BENEFITS WE OFFER

LWSRA offers a generous benefit package which includes: medical, dental coverage, vision reimbursement, life insurance, and paid time off.

LWSRA is an Equal Opportunity Employer.