

# **VETERANS PARK DISTRICT - JOB Posting**

## **Athletic Supervisor – Full Time**

### **GENERAL PURPOSE**

The Athletic Supervisor plans, organizes, coordinates, and supervises a variety of youth and adult athletic and fitness programs; travel teams, leagues, and tournaments. This is a full-time position with benefits (e.g., Health/Dental Insurance and Life Insurance). Applicants must have two years experiences in athletic, fitness, and or recreation programming.

### **DESIRED MINIMUM QUALIFICATIONS**

Bachelor's Degree in recreation or a closely related field.  
An equivalent combination of education and experience.  
Valid state driver's license or ability to obtain one. First Aid and CPR/AED certification.  
Able to pass a criminal background check.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Considerable knowledge of recreation philosophy, planning and administration;  
Considerable knowledge of the equipment, facilities, operations and techniques used in a comprehensive aquatic and fitness program.  
Skilled in operation of listed tools and equipment;  
Must be able to interpret community needs and interests, as well as possess the ability to grasp ideas and concepts, analyze and implement them.  
Must possess the ability to organize, prepare and present both written and verbally, information to individual and groups.  
Must be highly organized and demonstrate the ability to use time and materials in an effective manner.  
Must possess the ability to establish and maintain effective working relationships with employees, supervisors, other agencies, participants, instructors, community leaders, and the general public.  
Must possess motivation and skills in the management of personnel and facilities.  
Must be customer friendly and team driven  
Must possess required computer skills and be proficient in RecTrac

### **Work Hours**

10am - 6pm 8 hour shift / May have schedule adjustments to cover Athletic Programs / Occasional weekend or evenings Youth Basketball League and or special events

**Salary:** \$33,000 to \$37,000 DOQ

If you are interested in applying for this position, please send a resume to Marge Stabile at [mstabile@veteransparkdistrict.org](mailto:mstabile@veteransparkdistrict.org)