

Grayslake Park District
240 Commerce Drive
Grayslake, IL 60030
(847) 223-7529
www.glpd.com



Grayslake Community Park District

Sports Instructor (Part-Time)

Job Description:

The Grayslake Park District is seeking a fun and energetic employee to lead and run our after-school athletic programs. The athletics include t-ball, baseball, soccer, basketball, dodgeball, and volleyball. A general knowledge of all sports is a plus. This job is great for a college student interested in sports and/or teaching children because it can potentially cover practicum and clinical hours and/or can be a paid part-time job, since the hours are very limited each week.

Essential Duties & Responsibilities:

- Must be 16 years of age or have a work permit (15 year olds).
- Energy and Enthusiasm: see each class as a unique opportunity to have a great time.
- Responsible for set-up and clean-up of program areas
- Must be honest, dependable and courteous
- Provide day-to-day guidance to staff and volunteer coaches.
- Maintain soccer equipment and notifies recreation supervisor on equipment issues.
- Able to work with other staff as part of a team.
- Abide by Grayslake Park District rules, regulations and ordinances.
- Be courteous to all customers.
- Provide a safe and welcoming environment.
- Create lesson plans for each week.

Additional Duties and Responsibilities:

- Be knowledgeable of phone locations and the telephone numbers for the police, fire and paramedics

Physical Demands:

The job may entail swimming, climbing, running, crawling, bending, kneeling, and sitting when working/playing with children. Occasionally movement of supplies, equipment, or moving a child is necessary in which case the maximum weight that you are expected to be able to lift is 25 lbs., though typically it will be less than this.

Minimum Requirements:

- Candidates must be at least 16 years old.
- Experience in recreation, coaching, education, or working with children is preferred.
- Must be able to be vocal and heard in a gym.

- Must have own transportation.
- Must be CPR, First Aid, AED certifications within 2 months of hire (will train).

Wages:

\$13 - \$15 per hour pending qualifications

Schedule:

Weekday (Monday-Friday) afternoons from 3:00-6:00pm and Saturdays and Sundays.

To apply:

Please email resume and cover letter to Tracy Putkonen at tputkonen@glpd.com or fill out an application at www.glpd.com/employment.

Questions:

Contact Recreation Supervisor Tracy Putkonen at tputkonen@glpd.com or (847) 223-7529