

## **COMMUNITY PARK DISTRICT OF LA GRANGE PARK – JOB DESCRIPTION**

**Job Title: Sports Instructor**

**Classification: Part Time Seasonal**

**Department: Recreation**

### **SUMMARY**

Under the supervision of the Recreation Manager, the Community Park District Sports Instructors is responsible for developing, planning, implementing, leading, supervising, and assisting instructional athletic programs in La Grange Park. This position provides safe, fun, nurturing, and active programming for kids ages 3-17 where self-concept is enhanced, independence encouraged, and individuality respected. Programming includes private, semi-private, and group instruction.

### **QUALIFICATIONS**

Community Park District sports instructors are energetic, positive and patient coaches who love sharing their passion for athletics with children experiencing a sport for the first time as well as those looking to improve intermediate or advanced skills. Instructors have coaching experience and a thorough knowledge of at least 2 of the following sports: Baseball, softball, basketball, cheerleading, tennis, volleyball, track, football/flag football, and soccer. Collegiate athletics experience is preferred. Instructors must be 18 years or older, have reliable transportation, be team-oriented, and have excellent communication skills. CPR, First Aid, and AED certifications are required (Park District provides training).

### **SUPERVISOR**

This position reports to the Recreation Manager.

### **ESSENTIAL FUNCTIONS**

- Verbal and written communication with parents, staff, participants and public.
- Assist in preparing and completing lesson plans and agency forms.
- Responsive to constructive feedback.
- Plan and organize indoor and outdoor activities and lessons that meet the needs of the student athletes.
- Gathering, loading, transporting, setting up, cleaning up, and sanitizing equipment and supplies.
- Use appropriate and positive discipline.
- Assist in maintaining and organizing class lists or program files.
- Enjoy working with people and foster an environment that contributes to positive self-esteem.
- Ability to be flexible and work under stressful conditions.
- Work closely with staff.

- Program promotion.
- Promote a quality loss control/safety program for the Park District.

#### **PHYSICAL DEMANDS, ENVIRONMENTAL REQUIREMENTS AND PROTECTIVE GEAR/CLOTHING**

- Ability to work both indoors and outdoors.
- Ability to work in extreme heat.
- Perform tasks that require walking, bending, stooping, standing, kneeling, climbing, running, throwing, catching, reaching and sitting.

#### **HOURS**

Sports instructors are part-time seasonal from 2-20 hours per week, Monday through Friday during the summer. Hours depend on camp, class, and course schedule and classes meeting minimum enrollment. Additional hours may occasionally be required for meetings, training, subbing, and special events.