

EMPLOYMENT OPPORTUNITY

Assistant Athletic Instructor

DESCRIPTION

Under the direction and supervision of the Recreation Supervisor, the PT Assistant Athletic Instructors' primary responsibility will be to assist in providing basic, detailed instruction in multiple sports including but not limited to soccer, basketball, floor hockey and T-Ball.

DUTIES AND ESSENTIAL JOB FUNCTIONS

- Teach fundamental skills to children while emphasizing skill development, sportsmanship, teamwork, and fun.
- Be on time for all scheduled shifts
- Set up, clean up, and put away all equipment needed for class.
- Stay informed of program offerings, session dates, pricing and make-up policy.
- Ability to communicate effectively with both participants and parents to build healthy relationships and encourage participation in other sports programs.
- Understand and implement North Berwyn Park District's Sports Academy Curriculum
- Promote other sports programs
- Take attendance regularly at the start of every class
- Maintain the cleanliness of the program space and upkeep of equipment
- Possess the ability to manage conflicts that may arise in an appropriate and timely manner. If a situation progresses contact the Recreation Supervisor or authorities immediately
- Sports classes include, but are not limited to: soccer, basketball, floor hockey, T-Ball, softball, flag football.
- Implement safety procedures as they pertain to the students and staff
- Perform other duties as assigned

QUALIFICATIONS

- Experience teaching youth sports
- 16 years of age or older
- Bilingual-Spanish/English is helpful but not required
- Excellent skills in planning activities and programs
- Ability to solve problems as they arise
- Communicate and interact effectively with children, parents, and staff
- Must be energetic and have a positive attitude and be encouraging
- Ability to enforce Park District rules and safety practices
- Excellent customer service skills
- Certified in CPR/AED and First Aid or the ability to acquire within 6 months (offered by the North Berwyn Park District)
- Must be able to lift up to 30lbs

JOB STATUS: Part time
DEPARTMENT: Recreation
FSLA STATUS: Non-Exempt
SALARY: \$9.25-\$12.00 an hour depending on qualifications

HOURS: This position requires working evenings ranging between 10-15 hours per week, depending on the number of classes running.

THE North Berwyn Park District IS AN EQUAL OPPORTUNITY EMPLOYER. Employment with the Park District is governed on the basis of merit, competence and qualification and will not be influenced in any manner by race, age, color, sex, religion, veteran status, national origin, marital status, mental or physical disability or any other legally protected status.

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HOW TO APPLY: Interested applicants may submit application and resume to Nancy Woods at nwoods@nbpd4fun.org. Application is available at the Community Center or www.nbpd4fun.org/employment-volunteering .

CLOSING DATE: Open until Filled

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www.nbpd4fun.org.