

Youth Class Instructor

Description Job Title: Youth Class Instructor
Department: Recreation
Reports To: Recreation Supervisor
Hours: Varies on program enrollment
Wage: TBD
Location: Apollo Recreation Center



DESCRIPTION

The Youth Program Instructor is a part-time position located at the Apollo Recreation Center. The Youth Program Instructor reports directly to the Recreation Supervisor and is responsible for the creating, implementation and operation of a variety of programs suited for ages 1-5 and/or 6-12. These classes include but are not limited to arts and crafts, cooking and other recreational activities.

DUTIES AND ESSENTIAL JOB FUNCTIONS

- Significant involvement interacting with children ages 1-5 years and/or 6-12 years, parents, and park district personnel
- Plan, and implement age-appropriate activities during program
- Generate innovative class agendas, handed in quarterly for the seasonal brochures
- Assures program areas are left cleaned and organized at the end of the day
- Support recruitment and marketing efforts of the program
- Assists Recreation Supervisor in acquiring all necessary materials for the program
- Responsible for child drop off and pick up procedures
- Plan and implement multiple program sessions
- Develop relationships with participants and parents alike
- Implement safety procedures as they pertain to the supervision of students and staff
- Versatility to teach a variety of programs
- Perform other duties as assigned

QUALIFICATIONS

- Course work in recreation or youth programming is preferred
- Experience working with children is required
- Communicate and interact effectively with children, parents, and staff
- Must be energetic and have a positive attitude
- Must be at least 18 years to apply
- Certified in CPR/AED and First Aid is required (available at the Alsip Park District)