

JOB OPENING RECREATION DIVISION

AFTER SCHOOL PROGRAM INSTRUCTOR

POSITION: PART TIME / PAY RATE: \$14.00 PER HOUR

OVERVIEW

- Under the supervision of the Out of School Programs & Camp Coordinator, the After School Program Instructor is responsible for supervising, leading and instructing various recreational programs in an after school classroom setting. This position will create curriculum for various age groups from 5-14 year old individuals across multiple school sites for a variety of recreational activities. Activities include, but are not limited to: pickleball, soccer, baseball, yoga, tennis, golf, dance, drama, basketball, arts, STEAM activities, and others as requested.

RESPONSIBILITIES

- Responsible for teaching and instructing recreation programs to children.
- Engages and encourages participants to meet their performance goals.
- Prepares the classroom by gathering and setting up needed equipment for daily curriculum.
- Develops programs/curriculum and prepares daily lesson plans based on the needs of the group.
- Monitors supplies/inventory for future classes.
- Acts as a key motivator amongst participants.
- Maintains a positive relationship with all employees, participant, parents and volunteers.
- Follows all safety procedures that pertain to the duties performed.
- Performs all other duties as assigned.

SUCCESSFUL CANDIDATES WILL HAVE

- High school diploma or equivalent is preferred; some high school experience is required.
- Experience leading or participating in recreational programming.
- Desire and ability to work with children.
- Ability to work independently to design and implement curriculum.
- Excellent customer service and organizational skills.
- Ability to lift up to 50 lbs.
- Ability to lead others in group and individual activities, demonstrating necessary steps and skills.
- Effective communication with staff and program participants and ability to respond effectively and quickly in varying situations.

OTHER

- As a condition of this employment, if hired, it will be required that you provide proof that you are fully vaccinated against COVID-19. Individuals who are unable to be vaccinated, due to religious, medical, or pregnancy-related reasons, may submit requests for accommodations to the Superintendent of Human Resources of the Peoria Park District.
- Evenings Required. Approximately 8 - 12 hours per week. Hours from 3pm – 6pm.

