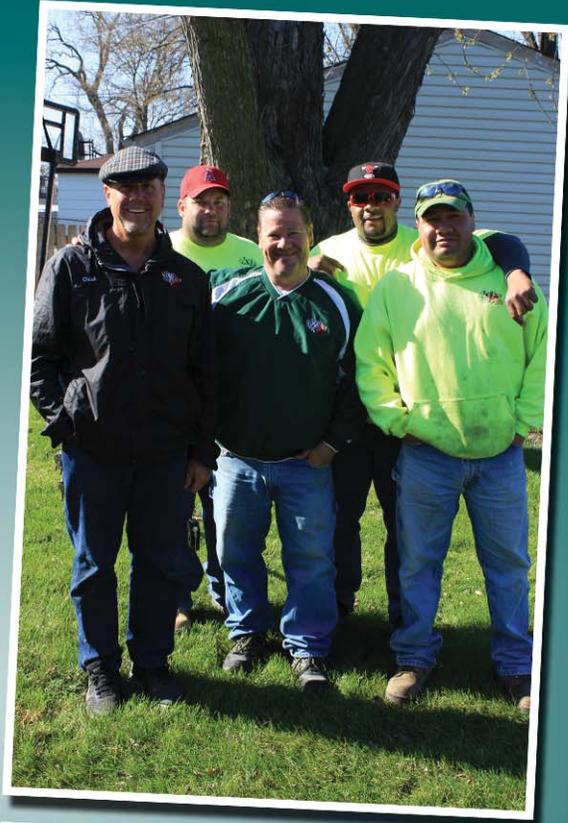


Village of Glendale Heights

A Proud & Progressive Village for all People



*Now accepting applications for the following
Parks, Recreation & Facilities Department position*

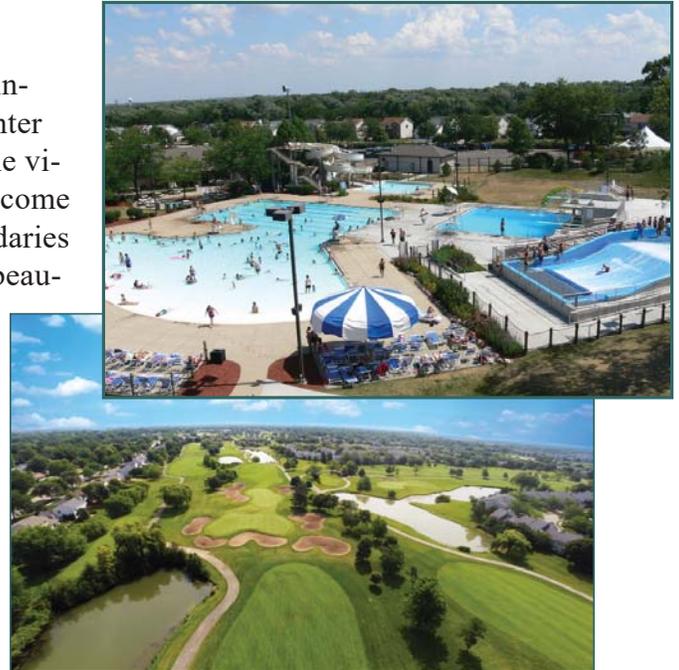
**PARKS, RECREATION & FACILITIES
2017 SEASONAL EMPLOYMENT OPPORTUNITIES**

The Village of Glendale Heights

The Village of Glendale Heights is a modern residential, suburban community, 15 miles west of the Chicago city limits. Over the years, the Village has welcomed a significant growth, both in population, and within our business community. Its landscape is dotted with ranch homes, split levels, apartments, condominiums, shopping centers, churches, industrial business parks, beautiful community and neighborhood parks, modern service facilities, and three excellent elementary school systems.

The positive influence of many improvements to the Village, including Camera Park, renovations to the Civic Center, the Center for Senior Citizens, and the Sports Hub, unmistakably echo the vibrant character and the vitality of our community. We have become an attractive, growing community, that boasts within its boundaries AMITA Health Adventist Medical Center, GlenOaks and the beautiful Glendale Lakes Golf Club, owned and managed by the Village of Glendale Heights.

The current population is 34,208 as of the 2010 census. The Village of Glendale Heights is dedicated to maintaining its progressive atmosphere, while offering its residents superior community amenities and services that respect the concerns of residents, while striving to provide a safe, viable community in which to live.



Village Government



The Village of Glendale Heights was incorporated in July of 1959. The first election was held on August 2, 1959. Though incorporated as Glendale, the name was changed to Glendale Heights in March 1960 because of a conflict with another Glendale in southern Illinois. The name chosen is appropriate for “Glendale” as it reflects a close geographic identity with two neighbors, Glen Ellyn to the south and Bloomingdale to the north. “Heights” describes the unique topography of the Village as it rests on two distinct elevations with a 100-foot variation.

The Village is a home rule municipality under the Constitution of the State of Illinois and is governed by a Village President and 6 Village District Trustees. The elected officials serve alternating four-year terms.

The Village of Glendale Heights has over 300 employees making up several departments which include, Administration; Police; Parks, Recreation & Facilities; Public Services; Finance; Administrative Services; Community Development; and Glendale Lakes Golf Club.

Village of Glendale Heights Mission Statement

The Village of Glendale Heights strives to improve the quality of life to all its residents and commits to serve, protect and provide a high standard of services and programs through the cooperative efforts of its residents, businesses, employees and elected officials.

Parks, Recreation & Facilities

2017 Seasonal Employment Opportunities

Seasonal Youth Coordinator (Hourly Rate Range \$10.00 - \$13.65)

We are seeking an energetic, hardworking, and responsible staff member to work in the operation and coordination of the summer day camp programs. This position supervises the Youth Program Counselors. Red Cross certification or an acceptable equivalent in Standard First Aid and CPR. High school diploma and 2 years of college level courses, 2 years recreation experience including community center programming or a combination of education and experience required.

Seasonal Youth Program Counselor (Hourly Rate Range \$8.25 - \$9.75)

We are looking for energetic, hardworking, and responsible staff members who can guide and instruct children in our youth programs, including dance, drama, crafts, games and sports. Red Cross certification or an acceptable equivalent in Standard First Aid and CPR is a plus (we will provide training on first aid and CPR for employees before employment begins). This position is ideal for recreation/leisure and education majors.

Aquatic Facility Coordinator (Hourly Rate Range \$10.00 - \$14.00)

We are seeking an energetic, hardworking, and responsible staff member to oversee the operation and maintenance of a swimming pool and its various aquatics programs. This position supervises part time recreation staff, lifeguards, instructors, seasonal employees, and volunteers, as assigned. Starfish/Starguard certification or an acceptable equivalent in Standard First Aid and CPR; water safety and lifeguard certification training.

Swim Coach (Hourly Rate Range \$10.00 - \$13.65)

The Glendale Heights Dolphins Swim Team needs a reliable swim coach to lead the team's practices and swim meets. The coach is responsible for coordinating swim and land-based workouts, developing meet line-ups, and tracking individual swimmers' progress for swimmers who range in age from 6 to 18 years old. Must have prior experience in competitive swimming and a current CPR/First Aid certification (or be willing to obtain before practices begin).

Lifeguard/Swim Instructors (Hourly Rate Range \$8.50 - \$10.00)

We are seeking responsible, team-oriented lifeguards and swim instructors to work at our Aquatic Center. Applicants must pass a Village-sponsored lifeguard certification class before employment begins. This position is ideal for recreation/leisure majors.

Seasonal Laborer (Hourly Salary Range \$10.00 - \$12.00)

Seeking applicants for performing a variety of skilled and semiskilled grounds maintenance work and construction work, and operating a variety of equipment in the operation, repair and maintenance of Village buildings and grounds. Qualified applicant must be able to read and have the ability to work diligently with team spirit and have a basic knowledge of the use and application of hand tools and some power tools. Most assignments require physical stamina, heavy lifting of up to 100 pounds and sometimes working in inclement weather conditions. **Valid driver's license required.**

Seasonal Recreation Attendant (\$8.25 - \$10.00)

The Seasonal Recreation Attendant is responsible for assisting in the operation and programming of the gymnasium, racquetball courts, tennis courts, concession stands and multi-purpose field located at the assigned recreational facility. Seasonal Recreation Attendants regularly serve as score keeper for a variety of recreation sports and can serve as program leaders.

How to Apply

Interested candidates should submit a Village of Glendale Heights employment application to:

Village of Glendale Heights
Attention: Human Resources Division
300 Civic Center Plaza
Glendale Heights, Illinois 60139

All job offers are conditional upon the satisfactory outcome of pre-employment drug testing and a complete background investigation. Employees are required to have their permanent residency within a 15-mile radius of the Village.

Posted 2-3-17; applications being accepted until positions are filled.
An Equal Opportunity Employer