

	<b>Butterfield Park District</b> Job Description
	Dept: Recreation Title: Youth Instructor 1
	Classification: Non-Exempt, Part-time, Seasonal

**Overview:**

The Youth Instructor plans and executes youth classes for all age groups.

This conditional offer of employment is contingent on an individual’s ability to satisfy the qualifications and perform duties listed below:

**Qualifications:**

- Must be 15 years old or older. (Must obtain a work permit)
- Experience in a field or area, with prior teaching experience preferred.
- Flexibility in scheduling. Able to improvise at a moment’s notice.
- I must have patience and be organized.
- Must work well with the public.
- Ability to read, write and effectively communicate in English.
- Must hold current CPR/AED Certification.
- Must authorize and successfully undergo a criminal history background check pursuant to 70 ILCS 1205/8-23.

**Immediate Supervisor:**

Recreation Supervisor.

**Essential Duties & Responsibilities:**

1. Ability to work with all ages.
2. Ability to instruct classes in accordance with curriculum.
3. Ability to plan and develop lesson plans.
4. You must dress in proper attire for class.
5. Ability to effectively communicate with participants and parents.
6. Knowledge of basic Butterfield Park District philosophy, program management and etiquette.
7. Must attend all classes and staff meetings.
8. Assist in the development of program surveys.
9. **Must adhere to all safety policies and procedures.**
10. **Any other duties as assigned.**

**Psychological Considerations:**

Responsible for safe and well-organized youth programs. I must be able to work alone.

**Physiological Considerations:**

May be required to lift or move items for setting up recreation programs and events.

**Environmental Considerations:**

Most work is done indoors. Appropriate clothing is required. Will be actively stooping, bending, twisting, etc for periods of time.

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**Cognitive Considerations:**

Must be able to use and display safety awareness and good judgment. Must be able to follow directions from supervisor with safe follow through maintaining knowledge of district's safety policies.

**Additional Benefits Include:**

Uniforms, Referral Incentive, Returning Incentive, Appreciation Apparel, and Appreciation Lunch

**Wage Range: Up to \$13.00 Ages 15**

**Wage Range: Up to \$14.00 Ages 16-17**

**Wage Range: Up to \$15.00 Ages 18+**

Employment Duration: Seasonal (Non IMRF qualified position)