Seasonal Recreation Aide
Requisition ID : 00119086
Organization : Forest Preserve District
Work Locations :
536 N. Harlem

Job Posting :
Apr 11, 2016, 1:01:00 AM
Closing Date :
Apr 25, 2016, 12:59:00 AM
Posting Salary: $15.12 Hourly

Job Summary
Reporting to staff from the Conservation and Experiential Programming Recreation Team, provides hands-on outdoor recreation activities to District patrons at a variety of special events, activities and programs at numerous locations around the District including district Campgrounds. Staff will develop programmatic ideas, concepts and in some cases curriculum that they will deliver at a variety of locations around the District. May be assigned to oversee a specific aspect of special events and outdoor recreation and camping programs and to assist in overseeing seasonal support staff for those projects. Assists with programmatic and customer service interaction at Films in the Forest; Forest Jams; Cooler in the Forest; Camping and Gear library programs, youth and family events; arts paddling and outdoor recreation activities; and Nature Center and partner events. This is a 6 month seasonal position.

Typical Duties
Provides hands-on activities related to nature, the arts, camping and outdoor recreation to patrons at events as part of a mobile team
Develops program ideas, concepts and curriculum.
Maintains equipment and supplies for programs and activities.
Serves as District customer service representative at events.
Maintains and adheres to program and event schedules.
Drives mobile unit and takes care of vehicle needs.
Provides statistical reports and anecdotal reports related to activities.

Minimum Qualifications
Must possess a high school diploma, GED, or higher.

Must have completed at least 60 credit hours at an accredited college or university with a declared major or minor in environmental education, natural sciences, teaching, arts, recreation programing, or similar degree.

OR
Must possess at least 18 months (can be non-consecutive) of practical work experience working with youth activities in a hands-on, youth development, outdoor, arts, recreation or outdoor environment capacity.

OR

Must possess 12 or more months (can be non-consecutive) of professional work experience in hands-on, youth development, outdoor, arts, recreation or outdoor environment capacity.

Must possess a current valid driver’s license.

Must be a current Cook County resident

Preferred Qualifications

• Have at least one season of a paid job or unpaid internship working on Forest Preserves property with the Conservation and Experiential Programming Department or with a Forest Preserves partner group.

Knowledge, Skills, Abilities and Other Characteristics

Knowledge and interest in recreation trends, specifically, new concepts related to outdoor and adventure recreation, camping, the arts and nature play activities
Knowledge, interest and ability to lead hands-on outdoor recreation activities, programs and events including, but not limited to, canoeing, biking, hiking, camping, arts making and game playing.
Familiarity with youth development tools, skills and concepts.
Ability to provide programming for youth, young adults, adults and seniors
Familiarity with community based programming.
Knowledge of basic outdoor skills, i.e., camping, hiking, biking, paddling, fire starting, birding, stewardship.
Knowledge of and ability to lead process-based and open-ended arts programming.
Ability to work a flexible schedule, including weekends and evenings.

The duties listed are not set forth for purposes of limiting the assignment of work. They are not to be construed as a complete list of the many duties normally to be performed under a job title or those to be performed temporarily outside an employee's normal line of work.

Veteran’s Preference

When applying for employment with the Forest Preserve District of Cook County, preference is given in the application process to honorably discharged Veterans who have served in the Armed
Forces of the United States for more than 180 consecutive days or during War Time. To take advantage of this preference, a Veteran must:

Meet the minimum qualifications for the position.

Identify themselves as a Veteran on their employment application by answering Yes to the question “Are you a military veteran?”

Attach a copy of their DD 214, DD 215, or NGB 22 (Notice of Separation) at the time of application by uploading it as part of the application. If there are multiple DD 214s, DD 215s, or NGB 22s, the one with the most recent date should be submitted. Coast Guard members must submit a certified copy of the military separation from either the Department of Transportation (before 911) or the Department of Homeland Security (after 911). Provide original applicable discharge papers at time of interview.

**General District Employment Requirements**

PROOF OF EDUCATION, CERTIFICATIONS AND LICENSES WILL BE REQUIRED AT TIME OF INTERVIEW.

The Forest Preserve District of Cook County is an equal opportunity employer and ensures against discrimination in employment on the basis of a person’s race, color, sex, age, religion, disability, national origin, ancestry, sexual orientation, marital status, parental status, military discharge status, source of income, housing status, or gender identity.

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