



NORTHERN WILL COUNTY SPECIAL RECREATION ASSOCIATION  
10 MONTROSE DRIVE • ROMEOVILLE, IL 60446  
NWCSRA.org • (815) 407-1819

Northern Will County Special Recreation Association (NWCSRA) enhances lives by providing meaningful recreational opportunities for individuals with disabilities. We serve the residents of the Romeoville Recreation Department and Bolingbrook, Lockport and Plainfield Park Districts as an extension of these member agencies. Employees at NWCSRA can expect to experience a variety of benefits including a sense of community, ongoing training, flexible work schedule, recognition, and the ability to make a difference in someone's life.

**JOB TITLE:** Program Team Member

**FSLA STATUS:** Hourly, part-time non-exempt position

**PAY RANGE:** \$16.00-\$19.25 per hour

**HOURS:** Hours will be set by the Staff Development & Outreach Manager and will vary depending on program availability. Candidates may work any shifts Sunday through Saturday, not to exceed 999 hours per year.

**LOCATION:** Bolingbrook, Plainfield, Lockport, and/or Romeoville

**SUPERVISION:** Responsible to the Program Coordinator that oversees the assigned program

**JOB SUMMARY:** This position is a year-round position. Staff are assigned to work either 1:1 or in small groups with individuals with disabilities in NWCSRA recreation programs. Candidates will be working in a team environment, providing fun and engaging activities and experiences for all. Duties include but are not limited to adapting activities and experiences to meet the needs of each individual, assisting with daily living skills, and behavior management.

**QUALIFICATIONS:**

- Must be at least 16 years of age.
- Experience working with individuals with special needs preferred.
- Must be able to perform the duties and responsibilities independently of others.
- Must have transportation to and from program sites.
- Certification in First Aid/CPR preferred or the ability to maintain within 6 months (training will be made available).
- Certification in CPI preferred or the ability to maintain within 6 months (training will be made available).
- Must support the mission, vision, and values of the agency.

*Mission: To provide meaningful recreational opportunities for individuals with disabilities  
that enhance their overall quality of life.  
Serving the Communities of Romeoville, Lockport, Plainfield and Bolingbrook*



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## COMPETENCIES:

- **Safety:** Monitor activities, adhere to safety protocols, and be prepared to respond appropriately in emergency situations.
- **Integrity:** Demonstrate honesty, transparency, and ethical behavior in all interactions.
- **Knowledge:** Ability to implement the program plans as directed by the Lead Team Member, and willingness to learn and grow in providing recreation opportunities for individuals with disabilities.
- **Communication:** Clearly explain instructions, provide feedback, and offer encouragement to all participants. Follow directions, ask questions, and use active listening skills with colleagues and/or supervisors.
- **Interpersonal Skills:** Appropriately interact with individuals with disabilities, and demonstrate empathy, patience, and the ability to motivate and encourage participants to foster an inclusive and welcoming environment.
- **Professionalism:** Maintain a positive and respectful attitude, adhere to organizational policies, and model appropriate behavior for participants and fellow team members.
- **Adaptability:** Ability to make accommodations for participants with disabilities, adjusting to their changing needs and unforeseen challenges.
- **Reliability:** Ability to be dependable, flexible, punctual, and be ready to perform job duties with commitment and follow-through.

## BENEFITS:

- Flexible scheduling
- Paid training
- Leadership Opportunities
- Paid Leave Hours (up to 40 hours per year)
- Free CPR/First Aid Training
- Free CPI Training
- 1 Sensory Room visit for the employee or immediate family member
- Employee Recognition
- Employee Referral Program

**DATE POSTED:** February 6, 2025

**CLOSING DATE:** Open until filled

Inquires can complete the application at [nwcsra.org](http://nwcsra.org) and return to Gina Petkus, Staff Development & Outreach Manager at [gpetkus@nwcsra.org](mailto:gpetkus@nwcsra.org) Please see the full Job Description for more details.

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