



## **Director of Parks & Planning**

### **Arlington Heights Park District**

**Contact Name:** Rosie Gallina  
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**Contact Phone:** 847-506-7875  
**Closing Date:**  
**Salary:** \$125,000-\$140,000

#### **Description:**

##### **AHPD OVERVIEW**

The Arlington Heights Park District (AHPD) is one of the most noteworthy park districts in Illinois. Located 25 miles northwest from downtown Chicago, AHPD is the 3rd largest Park District in Cook County and the 12th largest in the State of Illinois. Since 1925, AHPD continues to enrich the community by providing fun, accessible, and impactful recreation and facilities for every age and every season. The District are stewards of five community centers with outdoor pools, two tennis clubs, Lake Arlington, Arlington Ridge Center, two public golf clubs and a driving range, Arlington Heights Historical Museum, Senior Center, 58 parks, 44 playgrounds, 22 miles of jogging and bike trails across 714 acres of land. AHPD is a three times National Gold Medal Award recipient for excellence in the field of parks and recreation management and an Illinois Distinguished Accredited Agency.

##### **GENERAL PARKS AND PLANNING INFORMATION**

The Park District's 714 acres and 22 buildings are maintained by the staff in the Parks and Planning Department. The grounds department maintains the 58 parks with 48 tennis courts, 7 pickleball courts, 21 soccer fields, 42 baseball/softball fields, 31 basketball courts and 22 miles of paved walking and biking paths. The trades department is dedicated to their trade responsibilities of HVAC, pool maintenance, fleet, electrical, plumbing, and carpentry. The grounds department focuses their efforts in the area's horticulture, irrigation, athletic fields, playgrounds and maintaining the grounds of the District. While each has their own dedicated responsibilities, they also work together across disciplines to provide quality and efficient service and repairs. Staff work cooperatively to deliver fun and safe special events like the Memorial Day parade and ceremony, 4th of July parade and Frontier Days, and the holiday tree lighting and display at North School Park.

##### **JOB SPECIFIC INFORMATION**

Join the Arlington Heights Park District to use your strategic skill set as our visionary Director of Parks and Planning, where you'll have the opportunity to shape the future of our community's indoor and outdoor spaces. As a dynamic leader, you'll spearhead the administration, development, and revitalization of our parks, green spaces, infrastructure and recreational facilities through the use of our newly created Comprehensive Master Plan. Your responsibilities will range from overseeing routine maintenance to driving ambitious capital improvement projects. With a minimum of 3-5 years of progressive experience in parks and planning, including 3-5 years in a management role, you'll have the chance to make a lasting impact and create vibrant, accessible indoor and outdoor spaces that our residents will cherish for many years to come. If you're ready to bring your passion for parks

and planning to the Arlington Heights Park District, we encourage you to apply to be part of our dynamic team.

### **EDUCATION, EXPERIENCE AND TRAINING**

- BA/BS in Park Management, Horticulture, Landscape Architecture, Public Administration or a closely related field from an accredited college or university
- Minimum of 3-5 years of demonstrated success as a Parks or Horticultural Superintendent or Manager
- Or any equivalent combination of education, experience and training
- CPRP Certification preferred
- Valid Illinois Class "B" Driver's License
- CPR and AED Certification within six months of hire

### **BENEFITS WE OFFER**

In exchange for your time and talent, we offer a generous benefit package, including:

- Medical, Dental and Vision coverage
- Life Insurance (basic & voluntary additional coverage)
- IMRF Defined Benefit Pension
- Short- and Long-Term Disability (IMRF)
- 457 and ROTH 457 Defined Contribution Plans
- Medical and Childcare Flexible Spending Accounts
- Paid Time Off (sick, vacation and Floating Holidays)
- Childcare discounts
- Tuition Reimbursement
- PPE Reimbursement
- Park District facility and program discounts for employees and their families

Interested applicants may apply via the AHPD Website.

*The Arlington Heights Park District commits itself to diversity, equity, and inclusion to create a mutually respectful, multicultural, and equitable environment.*