



Parks Superintendent

City of Cedar Rapids

Contact Name: Troy Simmons

Contact E-mail: t.simmons@cedar-rapids.org

Contact Phone: 319-286-5127

Closing Date:

Salary: \$74,900.80 - \$104,894.40 Annually

Description:

The City of Cedar Rapids is excited to announce an opportunity for a dedicated and visionary Park Superintendent to join our Parks and Recreation department. This candidate will oversee the planning, implementation, and maintenance of the park's green infrastructures. Lead the development and enhancement of park facilities. Coordinate routine maintenance activities. Develop and manage budgets and allocate resources effectively. Join us in shaping the future of our city park and creating memorable experience for generations to come!

At the City, we are committed to employing individuals who reflect our community's diverse backgrounds and this position is crucial in the success and strategic direction of a growing and evolving community. We appreciate and leverage the vast experience individuals bring beyond the technical requirements of a job. If you are an individual with similar experience listed here please consider applying. Experience and skills combined with commitment to our core values is key to building a greater community now and for the next generation.

About our Community

Nestled in the heart of Iowa, Cedar Rapids is our vibrant and diverse community known for its rich history, culture, and natural beauty. Our city has a strong sense of community which can be seen at any of our numerous parks, recreational opportunities, and family-friendly events year round. You can also explore our thriving downtown district, filled with shops, restaurants, and entertainment options, or take a stroll along the Cedar River, which runs through the heart of the city. Cedar Rapids - Why you should live here!

About this Opportunity

Manages the city park green infrastructure and facility development, maintenance, operations, and activities.

Job Duties & Responsibilities

Essential Duties & Responsibilities

- Plans, organizes and directs the park and facility maintenance, development and natural resources operations for Parks & Recreation

- Supervises the work of assigned personnel, including assigning and reviewing work, providing guidance, and conducting performance evaluations
- Develops and administers policies and procedures; shares feedback and works on continuous process and quality improvement on activities and recommends changes
- Performs on-site inspections to parks assets
- Plans and prepares analysis, including coordination of operating expenditures, capital budgeting, capital equipment, and capital improvements
- Manages park related natural resource initiatives and implementation
- Oversees and maintains the division's safety activities; trains employees on safely operating equipment and safe tool techniques
- Develops and manages agreements with other Iowa Department of Natural Resources, Linn County Conservation, and various agencies, non-profit and user groups
- Collaborates with contractors and consultants to ensure a streamlined implementation of the project plan
- Performs related work as required

Qualifications

Required Education and Experience

- Bachelor's Degree in Horticulture, Forestry, Turfgrass, Landscape Architecture or Parks Planning and five (5) to seven (7) years of experience in landscape construction and maintenance, turfgrass and forestry management, sports field management, special event management, facility maintenance and aquatic management, project estimation, landscape design, project management, or landscape crew supervision;

OR

- An equivalent combination of education and/or experience (i.e., one year of relevant experience may substitute for one year of education)
- Excellent written, verbal and interpersonal communication skills
- Proficiency with Microsoft Office
- Ability to work collaboratively with a diverse population

Required Licenses or Certifications

- None

Desired Qualifications

- National Recreation & Parks Association recognized certified Park and Recreation Professional
- Supervisory experience with supervisory experience in a union environment highly preferred

COMPETENCIES FOR SUCCESSFUL PERFORMANCE OF JOB DUTIES

Knowledge of:

- Occupation safety and health administration (OSHA) requirements.
- Public parks administration, including planning, implementation and evaluation of programs
- Principles, practices and methods of organizing and staffing parks activities
- Methods, equipment and materials used in the construction, maintenance and operation of a wide variety of parks and recreational facilities

Skills in:

- Managing projects and deadlines
- Communicating effectively with internal and external stakeholders using both technical and non-technical language

- Assigning, prioritizing, monitoring, and reviewing work assignments

Ability to:

- Organize, coordinate, and direct volunteer community groups
- Work cooperatively and develop and maintain effective working relationships
- Inspect and evaluate maintenance and construction projects
- Interpret construction plans and specifications

Work Schedule:

- Monday - Friday 8:00AM - 5:00PM

To Apply- Please use the link below.

<https://www.governmentjobs.com/careers/cedar-rapids/jobs/4444392/parks-superintendent?pagetype=jobOpportunitiesJobs>

Equal Opportunity/Affirmative Action Statement

The City of Cedar Rapids is an equal opportunity/affirmative action employer. All job applicants will receive consideration for employment free from discrimination on the basis of race, color, religion, sex (including pregnancy, sexual orientation, or gender identity), national origin, age (40 or older), disability and genetic information (including family medical history).

Applicants with Disabilities

We respect and value people with disabilities and are committed to providing a workplace culture of disability inclusion. People with disabilities are supported during the hiring process and are encouraged to apply for employment with the City of Cedar Rapids. In support of the Americans with Disabilities Act, reasonable accommodations will be provided to those in need of assistance with the application and interview process. To request an accommodation, contact the City's Human Resources department by phone at 319-286-5000 or by email at hr@cedar-rapids.org.