



Director of Parks Deerfield Park District

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Closing Date: 2024-11-01
Salary: \$120,000+/- DOQ

Description: Who we are?

The Deerfield Park District was formed in 1951 with a mission to provide outstanding parks, services, facilities, and recreation programs that enrich lives, promote healthy living, and provide memorable experiences. The Park District has over 25 parks and facilities, including the Deerfield Golf Club, Sachs Recreation Center, Patty Turner Center, Jewett Park Community Center, Mitchell Pool, and Deerspring Pool. The Park District employs an average of 300 staff with over 500 seasonally. The district maintains a modern, well-designed environment and is an IAPD/IPRA Illinois Distinguished Accredited Agency and a two-time National Gold Medal Finalist in 2021 and 2022. For additional information, visit us at www.deerfieldparks.org.

What is the opportunity?

The Director of Parks, reporting directly to the Executive Director, oversees the planning, development, and maintenance of all District facilities and lands. This leadership role includes direct supervision of the Landscape Operations Supervisor, Mechanical Trades Supervisor, and Special Projects Supervisor, as well as indirect supervision of 12-20 full-time and part-time staff within the Parks Department at Deerfield Park District. This position offers a unique opportunity to demonstrate strong management skills, expertise in grounds, athletic fields, and playground maintenance, as well as proficiency in preparing and managing capital improvement projects, administrative initiatives, and budget planning.

Overview of Key Responsibilities

The Director of Parks has a wide variety of essential duties including but not limited to:

- Plans and evaluates projects, equipment needs, and capital improvements annually.
- Designs, builds and implements landscape projects, recreational facilities, and ADA Transition Plan.
- Develops maintenance schedules and specifications for facilities, parks, and equipment.
- Directs repairs, upkeep, and reconditioning of park facilities through personnel and contracts.
- Oversees safety at parks and facilities, ensuring compliance with general and liability standards.
- Manages budgeting, cost estimates, and financial efficiency for park projects and operations.
- Communicates with the Park District Board, other local entities, and subordinates.

- Administers job descriptions, training, recruitment, and performance evaluations for department staff.
- Evaluates new techniques and fiscal procedures to enhance operations.
- Performs additional duties as assigned and ensures proper data entry and documentation.

What qualifications are needed?

- Bachelor's degree in Park Management, Landscape Architecture, Horticulture, or related fields, or equivalent knowledge, skills, and abilities appropriate to the size and needs of the District.
- Four or more years of experience in park maintenance activities with proven administrative and supervisory capabilities to the extent commensurate with the size and needs of the District.
- Registration in a state professional park and recreation organization and/or an appropriate national association.
- Must possess moderate computer skills, including operation and data entry.
- Valid driver's license required.

Scheduling, pay, and benefits

Full-Time, Exempt Position. Salary: \$120,000+/- DOQ.

Excellent benefit package including: Retirement Plan/Paid days off (vacation, sick, holiday), medical, dental and life insurance, free annual fitness center pass, pool pass and free and/or subsidized Park District activities and events for employee and family members, plus more.

A full job description will be provided during the interview process.

To apply for the role, go to the link list below:

<http://www.deerfieldparks.org/jobs/?gnk=job&gni=8a7883ac92732b8b01927d63655a4acb&gns=Company+Website>