



Director of Recreation

Hoffman Estates Park District

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Closing Date:
Salary: \$115,750 - \$172,750

Description:

Director of Recreation

The Hoffman Estates Park District is excited to announce a professional opportunity within our Recreation Department. Our current Director of Recreation is moving to a new role within the District; therefore, we are looking for a new Director of Recreation who will be responsible for planning, implementing, and managing the district's recreation programs, services, community outreach, and facilities including Triphahn Center, Willow Recreation Center, Seascope Aquatic Center, Vogelei Barn, and Senior Center. We are looking for a creative and organized professional to lead our Recreation Division. This future employee with proven results and strong organizational skills will help drive our programs and services to reflect the standards of our award-winning District. HEParks stands unparalleled in the state of Illinois with both overall state and national accreditations combined with national Gold Medal awards.

HEParks represents a dynamic community with over 50,000 residents, boasting 900 acres of open space, and more than 80 parks. Among our amenities are two recreation centers, a two-sheet ice arena, the Seascope family aquatic center, an 18-hole golf course with a TopTracer facility, and a remarkable 100,000+ sq ft fitness center (The Club). We take pride in offering the very best in park district services and facilities.

We are seeking an energetic and dedicated professional to join our team of 75+ full-time staff. This individual will report directly to the Executive Director. The Director of Recreation is responsible for directly supervising the Superintendent of Recreation, the Superintendent of Facilities and Athletics, and the Superintendent of Community Outreach and Seniors. Indirect supervision includes all the division's full-time, part-time, and seasonal staff.

- Develop and implement division goals and objectives
- Formulate and implement division procedures.
- Prepare and present written and/or oral reports on division activities, projects, and facilities.
- Attend professional and educational training and remain informed on current trends and issues in related responsibilities.
- Implement, and evaluate business/marketing plans for each recreation area of operation.

- Monitor, review, and act on relevant financial reports.
- Oversee program development and promote division facilities and programs to achieve maximum usage and participation.
- Serve as a member and/or facilitator of resident advisory committees, board-appointed committees, and public meetings.
- Develop and promote broad, diversified recreational activities and programs for the community.

The Park District offers excellent benefits, such as health, life, vision, and dental insurance, IMRF pension, and complimentary program and facility usage. Continuing education opportunities are provided along with a great team atmosphere and professional culture.

Apply today, as we will promptly interview quality candidates upon receiving their resumes. The Hoffman Estates Park District is a proactive equal-opportunity employer.

Experience

Minimum (15) years of experience in the field of Parks and Recreation. Minimum of 10 years of full-time management or supervisory experience in parks and recreation.

Qualification Requirements

Bachelor's Degree in Recreation, Park or Leisure Service, Business, Administration, or a related administrative field. Master's Degree preferred. Current Certified Park & Recreation Professional (CPRP) or Certified Park & Recreation Executive (CPRE). Rec Trac software experience desired.

Compensation

Salary Range \$115,750 - \$172,750

Hiring Range \$132,500 - \$152,500

Application Procedure

All applicants must visit www.heparks.org and complete an application

Direct link to the application