



Capital Projects Manager

Fox Valley Park District

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Closing Date:
Salary: \$72,000 - \$88,560 DOQ

Description:

The Fox Valley Park District is a dynamic and growing park district that serves a diverse population of more than 236,000 people. Recognized as an Illinois Distinguished Agency, Fox Valley holds the nation's highest honor as a National Gold medal Award winner for excellence in park and recreation management. Serving the communities of Aurora, Montgomery, and North Aurora, the District maintains 168 parks and 48 miles of inter-connected regional trails amid 2,500 acres of parkland. connected by the Fox River, our communities are tied together with the District's commitment to promote vibrant, healthy lifestyles through fun and safe recreation opportunities that are environmentally and fiscally responsible. The Fox Valley Park District...Where Fun Begins!

JOB SUMMARY:

Reporting to the Director of Operations, the Capital Projects Manager is responsible for planning, coordinating, and executing capital improvement projects within the Fox Valley Park District. This role involves managing projects from inception to completion, ensuring they are delivered on time, within budget, and in compliance with all applicable regulations. The position requires strong project management skills, collaboration with multiple stakeholders, and a commitment to enhancing the community through high-quality parks and facilities. This is an at-will position.

EDUCATION, EXPERIENCE AND TRAINING:

A Bachelor's degree in Landscape Architecture, Construction Management, Urban Planning or related field from a four-year college or university and five to eight years of related experience and/or training; or an equivalent combination of education and experience in a closely related field is required. A minimum of 5 years of experience in capital project management, preferably in parks, recreation, or municipal environments. Comprehensive skill in managing and coordinating diverse operations. Must possess excellent analytical skills to evaluate and recommend alternative actions with minimal direction. High level of proficiency with Microsoft Word, Excel, Outlook and PowerPoint. Must have a valid Illinois Drivers License and be able to provide own transportation.

Interested applicants should apply online at: <https://www.foxvalleyparkdistrict.org/about-us/employment/>