



Executive Director - Wilmette Park District, Illinois

Wilmette Park District

Contact Name: MGT GOVHR Department

Contact E-mail: resume@govhrusa.com

Contact Phone: 847-380-3240

Closing Date: 2025-04-25

Salary: \$186,000 to \$220,000 depending on qualifications

Description:

The Wilmette Park District (population 27,644), established in 1908, is seeking an experienced, forward-thinking, and community-centered leader to serve as its next Executive Director. This is an exciting opportunity for an innovative and strategic professional to lead a vibrant park district with a long-standing tradition of providing high-quality recreational opportunities, facilities, and open spaces to the residents of Wilmette, Illinois. Situated along the picturesque shores of Lake Michigan, the Wilmette Park District spans 354 acres of parkland and manages 28 outdoor spaces and 279,325 square feet of facility space. The District provides roughly 4,000 programs, events, and services each year, establishing itself as a key center for community engagement. With a seven-member Board of Park Commissioners, 76 full-time staff, and over 900 part-time staff, the District is well-positioned for continued innovation and excellence under inspired leadership.

The Wilmette Park District operates and maintains an extensive range of amenities, including a community center featuring a gymnastics gym, theater, early childhood center, and meeting/activity rooms. Recreational sports facilities include 8 indoor tennis courts, 18 outdoor tennis courts, 8 platform tennis courts, 6 outdoor pickleball courts, 3 volleyball courts, and 8.5 basketball courts. The District also manages aquatic and beach facilities, which include 3 swimming beaches, a sailing beach, and an outdoor pool. The District boasts a strong ice sports program with 2 indoor ice rinks and 3 seasonal outdoor ice rinks. Additionally, the District offers 38 sports fields, 24 playgrounds, 3 batting cages, and an 18-hole golf course featuring a driving range and a restaurant.

The Executive Director serves as the chief executive officer of the Wilmette Park District, responsible for providing visionary leadership, operational oversight, and strategic direction to ensure the continued delivery of exceptional services and facilities to the community. The successful candidate will be expected to continuously demonstrate the character, interpersonal skills, and judgment to create trust, deliver results, and influence a positive and inclusive team culture.

Key responsibilities include:

- Provide strategic leadership to guide the long-term vision, goals, and operations of the Park District.

- Oversee financial planning, budgeting, and resource management to ensure the long-term fiscal sustainability of the District, while also pursuing alternative revenue sources and partnerships.
- Lead the daily operations of parks, facilities, and recreational programs to ensure they meet the evolving needs and interests of the community.
- Partner with the Board of Park Commissioners to develop and implement strategic plans and policies that advance the District's mission and vision.
- Foster a positive and inclusive workplace culture, empowering staff to excel, innovate, and deliver exceptional service.
- Engage with community members, stakeholders, and partner organizations to strengthen relationships, encourage public participation, and ensure transparency in decision-making.
- Champion environmental sustainability, leading the District's efforts to promote and implement environmentally responsible practices, conserve natural resources, and enhance green spaces.
- Ensure compliance with local, state, and federal regulations related to park district operations and services.
- Strong financial management and budgeting skills.
- Excellent communication, leadership, and strategic planning abilities.
- Extensive experience collaborating with a governing board and facilitating community engagement.
- Possess working knowledge of park district laws and legislation, finance, and personnel administration.

Candidate Requirements:

- Bachelor's degree from an accredited college or university in Parks and Recreation Administration, Leisure Studies, Business Administration, or a related field.
- A Master's degree preferred.
- A minimum of 7 to 10 years of successful administrative experience within the parks and recreation environment is required.
- Certified Parks and Recreation Professional (CPRP) or Certified Park and Recreation Executive (CPRE) certification is preferred.

Salary Range and Benefits: The starting salary range is \$186,000 to \$220,000 depending on qualifications. The District provides an excellent benefits package, including IMRF membership, optional 457 plan, and extensive health and wellness benefits. The Executive Director is provided with a District vehicle, but personal use will be taxable.

How to apply:

Apply online at www.GovHRjobs.com with resume, cover letter, and contact information for five (5) professional references by Friday, April 25, 2025. Questions regarding recruitment may be directed to Joe DeLuce, MGT Senior Consultant, (847) 380-3240 X 155 or Chuck Balling, MGT Approved Independent Executive Recruiter, (847) 380-3240 X 130.

The Wilmette Park District is an Equal Opportunity Employer and welcomes and encourages diverse applicants.