



Director of Parks and Recreation – The City of University City, Missouri

University City, MO

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Closing Date:

Salary: \$102,700 to \$151,446 DOQ

Description:

The City of University City, MO (population 35,172) is seeking a creative, collaborative and community focused leader to serve as its next Director of Parks and Recreation. This executive level position reports to the Deputy City Manager – Development and is responsible for all operations and programs in parks, recreation, streets, and forestry. The new Director will establish and administer strategic goals, objectives and long-range planning for operations and programs within the department. The work involves responsibility for supervising all department activities, including the maintenance of parks, trees, streets, and the golf course.

University City is a beautiful and historic inner-ring suburb of St. Louis adjacent to the renowned Washington University in St. Louis. University City is a unique urban community with a strong mix of cultural, ethnic, social, and economic diversity. Incorporated in 1906, University City was established with a vision of being a city of culture and fine homes. This remains true today, with the community enhanced by many of the Greater St. Louis's recreational and cultural activities and amenities. That includes the Delmar Boulevard in the University City Loop which has been designated as one of the "Great Streets in America" by the American Planning Association.

The Department of Parks and Recreation is responsible for the administration and operation of City parks, recreation programs and events, street maintenance, and maintaining over 30,000 trees that line the streets and parks of University City. Dedicated to enhancing the quality of life for its residents, the department offers a wealth of recreational opportunities and green spaces. With a commitment to community engagement, the department hosts numerous events, sports leagues, and programs catering to all ages and fostering a strong sense of unity and well-being within the city. Street maintenance activities include signing, marking and maintenance of 96.6 miles of public city-controlled streets and related facilities, including repairs, traffic control, street sweeping, leaf collection, and snow/ice removal, as well as maintenance of bridges and other structures. Additionally, as a "Tree City" the focus on forestry reflects University City's dedication to preserving its natural environment and enhancing the city's green infrastructure. The department operates with a FY25 adopted budget of over \$4 million and 30 FTEs and a host of seasonal employees throughout the year.

Key Responsibilities:

- Plans, organizes, directs, supervises, and reviews all operations and programs in the areas of Parks, Recreation, Streets, and Forestry; plans staff organization and assigns personnel.
- Directs and evaluates subordinates; reviews operating and performance records and reports of departmental supervisors; prescribes and enforces departmental and City rules and regulations.
- Develops positive relations and partnerships with the community; coordinates responses to citizen concerns and complaints; liaises with the Park Commission and Senior Commission; resolves issues; develops public understanding and participation in programs through public-relations activities; ensures the coordination of marketing efforts and develops cooperative intergovernmental planning and working relationships.
- Consults with engineers, architects, landscape designers, horticulturists, recreation, and other specialists on department problems, activities, and programs; participates in activities of professional organizations.
- Prepares or directs the preparation of monthly and annual reports and special reports on department activities and operations; prepares, administers, and monitors the departmental budget.
- Serves as a member of the City leadership team.

Candidate Requirements:

- Bachelor's degree in parks and/or recreation management, sports management, public administration, or related field.
- Master's degree is desired.
- Seven plus years of increasingly responsible experience in the management of public parks and recreation system and public areas maintenance, or similar client-based organization. A similar combination of education and experience may be considered.
- CPRP preferred.
- Experience managing enterprise-based, or self-supporting recreation programs is a plus.

Salary Range and Benefits:

The salary range is \$102,700 to \$151,446 DOQ with excellent benefits. The City offers group health insurance which includes major medical, prescription, vision and dental, an FSA, a defined benefit pension plan, life insurance 457 deferred compensation plan, Traditional and Roth and IRA plans, long term disability, paid vacation and sick leave and holidays, funeral leave, employee assistance program, as well as other ancillary benefits.

How to Apply:

Interested candidates should apply online at www.GovHRjobs.com by **Friday, October 24, 2025**, with a resume, cover letter and contact information for 5 professional references to Joe DeLuce, MGT Senior Consultant, TEL: 217-714-2333 or Margaret Resnick, MGT Approved Independent Executive Recruiter, TEL: 847-971-1655.

University City is an Equal Opportunity Employer committed to creating a diverse and inclusive workforce. We encourage all qualified individuals to apply, especially those who reflect the rich cultural diversity of our community.