Director of Parks and Recreation

County of McLean

Contact Name: Kyle Mueller
Contact E-mail: countyadminhr@mcleancountyil.gov
Contact Phone: 309-888-5110
Closing Date:
Salary: $78,522 - $86,258

Description:

Director of Parks and Recreation

Starting Salary Range: $78,522 - $86,258

Location: Hudson, IL (COMLARA Park)

Apply on the McLean County job board

Shape the Future of Parks and Recreation

McLean County is seeking a strategic, collaborative, and community-focused Director of Parks and Recreation to lead countywide recreational planning, programming, and park operations. This is a senior leadership role with the opportunity to make a lasting impact on quality of life, natural resource stewardship, and access to recreation in McLean County.

The Director plans, directs, and coordinates recreation and leisure services and facilities for the County and its political subdivisions, working with elected officials, boards, departments, and community partners. This position operates with significant independence and judgment and plays a key role in shaping short- and long-term priorities for parks and recreation services.

What You'll Do

As Director, you will provide vision and leadership for a diverse portfolio of programs and partnerships. Key responsibilities include:

- Lead the development and implementation of a countywide parks and recreation plan, including programmatic, operational, and capital planning.
- Coordinate recreational services and facility development with the County Board, departments, political subdivisions, state agencies, and universities.
- Oversee daily department operations, including staff supervision, budget development and management, fee setting, records, and reporting.
- Develop and implement cost-effective, inclusive recreational programs that meet community needs.
- Establish and administer departmental policies, procedures, and best practices.

- Recruit, hire, train, supervise, and evaluate Parks and Recreation staff; support ongoing professional development.
- Develop and implement natural resource management plans that balance conservation with safe, sustainable recreational use.
- Participate in identifying and securing grant funding, as authorized, to expand parks and recreation opportunities.
- Serve as a professional resource and trusted advisor to County leadership, boards, and community stakeholders.
- Respond appropriately to emergency situations occurring within County parks.
- Perform related duties as assigned.

What We're Looking For

Required Qualifications

- Bachelor's degree in Parks and Recreation Administration or a related field.
- Five (5) to eight (8) years of progressively responsible professional parks and recreation experience, including:
- Two (2) to three (3) years in a supervisory or lead capacity, or
- An equivalent combination of education and experience.
- Valid Illinois Driver's License.

Knowledge, Skills, and Abilities

- Strong knowledge of recreation and leisure program principles and community recreation services.
- Demonstrated leadership, supervision, and departmental management skills.
- Experience with budgeting, planning, and program evaluation.
- Ability to collaborate effectively with public officials, staff, partners, and the public.
- Strong customer service, public relations, and communication skills.
- Ability to handle sensitive and confidential matters with professionalism and discretion.
- Proficiency with standard office software (Word, Excel, PowerPoint, or similar).

Work Environment & Physical Requirements

Combination of office and outdoor work, including exposure to inclement weather.
Light physical activity, including occasional lifting up to 20 pounds.
Requires strong communication skills, decision-making ability, and visual acuity.
Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Why McLean County?

McLean County is committed to public service, collaboration, and enhancing quality of life for our residents. This role offers the opportunity to lead meaningful initiatives, steward public spaces, and work with engaged partners to create vibrant, accessible recreation opportunities across the County.

McLean County offers a comprehensive benefits package:

- Medical, Dental and Vision Insurance
- Medical Member Rewards Program
- Health Savings Account (HSA)
- Flex Spending Account (FSA)
- Dependent Spending Account (DSA)
- Supplemental Insurance: Life, Critical Illness and Accident
- County provided Life Insurance

- Illinois Municipal Retirement Fund (IMRF Pension)
- Paid time off: vacation days, personal days, sick days, holidays
- Identity Protection
- Employee Assistance Program
- Full salary range: $78,522.90 - $120,909.61 annually (upper range reflects a long term career with McLean County)

About McLean County Government
McLean County Government takes pride in serving our dynamic and fast-growing community. We provide a wide range of services, including public safety, criminal justice, road and bridge maintenance, animal safety and adoptions, vital records management, personal health services, food safety inspections, and park management. Our dedicated team of over 800 employees work across 25 departments to ensure the well-being and growth of our community.

To learn more about McLean County Government and career opportunities, please visit https://mcleancountyil.gov/.

How To Apply
Please fill out an application via McLean County Government's Job Board located at https://www.mcleancountyil.gov/2068/Jobs

Confidentiality of your application is maintained upon request.

McLean County participates in the E-Verify, a federal system that confirms employment eligibility by comparing information from your Form I-9 to records with the U.S. Department of Homeland Security and the Social Security Administration. As required by law, all new employees must be verified through this system.

McLean County Government is proud to be an Equal Opportunity Employer.