



City of Roanoke  
Is seeking its next

DIRECTOR OF  
PARKS & RECREATION







## Roanoke, Virginia

Nestled in the mountains just west of the Blue Ridge, the City of Roanoke has a population of approximately 100,000 people and is the cultural and economic hub of Southwest Virginia. Long known for its unique features, Roanoke is home to an expansive park system, a vibrant downtown, and a welcoming community full of award-winning local restaurants, live music, breweries, museums, and shops. Located only 180 miles from Richmond, 240 miles from D.C., and 440 miles from Atlanta, Roanoke is ideally located and has the fourth largest in MSA in Virginia. The City has a low cost of living, experiences four distinct, but relatively mild seasons, and is a beautiful place to live, work, eat, and play.

## Roanoke Parks & Recreation (PLAY Roanoke)

Since 1914, Roanoke Parks & Recreation (PLAY Roanoke) has provided innovative and outstanding programs, parks, and events for people of all ages and abilities in and around the greater Roanoke Valley. The City of Roanoke's Mission, Vision & Values is to foster a diverse, inclusive and innovative workforce that proudly serves the residents, citizens and visitors of Roanoke by protecting lives and property with professionalism, integrity and respect. The City of Roanoke's core values include, *treat people with respect, fairness and compassion. Value each employee's and citizen's contribution to the department and the community regardless of position, assignment or role. Create a work environment that encourages innovation, input and participation, and values each member's diversity.* The Department works to advance this mission and vision through the facilitation of nearly 2,000 programs, events, and activities annually; the management and maintenance of an expansive 13,000+ acre park system and urban forest; and the operation of seven recreation centers and two outdoor pools.





The Department has been nationally accredited by the Commission for Accreditation of Park and Recreation Agencies (CAPRA) since 2008 and has received numerous awards and recognition throughout the years for its facilities, programs, and services. Roanoke Parks and Recreation is nationally recognized for being a leader in the field of parks and recreation and plays a pivotal role in making the Roanoke Valley more livable.

The City of Roanoke Parks and Recreation currently employs 67 full-time employees and approximately 160 part-time and seasonal employees to manage 60 parks, seven greenways, five plazas, two outdoor swimming pools, seven recreation centers, and more than 90 miles of paved and natural surface trails. The Department operates with an annual budget of \$6 million in three operating divisions: Parks, Recreation, and Administrative Services. Signature facilities in the park system include Carvins Cove Natural Reserve, Elmwood Park, Mill Mountain Park, and River's Edge Park.







## CANDIDATE PROFILE

City of Roanoke Parks and Recreation is seeking an energetic and strategic leader as its next Parks and Recreation Director to help lead its nationally accredited and award-winning department into the future. The Parks and Recreation Director must have strong communication skills, be a passionate, constructive and high-performing leader who exemplifies the organization's core values and can refine and implement the mission and vision of the department by building on the strengths of current staff and widespread community support. The ideal candidate will lead a dynamic and talented team, embrace change and innovation, and be dedicated to enhancing, expanding and connecting our programs and services for the benefit and enjoyment of our residents.





The ideal candidate must be adept at working with a diverse park and program customer base; have demonstrated strong leadership experience; have a track record of managing complex administration; possess an ability to evaluate alternatives and recommend an effective course of action; develop policies, procedures and revenue opportunities for the department. The Parks & Recreation Director will also build relationships, partnerships, and network with citizens, community partners, and other outside agencies that support the management of the park system.

The ideal candidate will have high expectations of themselves and their staff; pay attention to details after understanding the big picture; and will provide day-to-day leadership for department employees through communication and demonstration of the City of Roanoke's Mission, Vision, and Values. The successful candidate will also bring a strategic perspective, be able to see beyond the immediate pressures, stay focused on the important long-term objectives, and have a passion for public service. Ethical, approachable, results-oriented, trustworthy, apolitical and committed to excellence are all ideal candidate attributes, in addition, having expert negotiation skills to find solutions in different situations. The ideal candidate will communicate openly, honestly, and collaboratively with a diverse group of people.







## Qualifications

### REQUIRED:

- Bachelor's Degree in Park and Recreation Management, Natural Resource Management, Public Administration, Business Management, or related field or equivalent combination of education and experience.
- Demonstrated experience in budget development and management including personnel, maintenance and operations, and capital.
- 10 years of successful and progressive levels of responsibility across various parks and recreation divisions, with five or more years in a role equivalent to Section Coordinator, Division Manager, or Assistant/Deputy Director.
- Demonstrated experience working with boards/commissions, community associations, and partner agencies.
- Ability to facilitate and manage small and large group presentations and meetings.
- Management experience in a department or agency with similarly diverse facilities, functions and programming, serving populations similar in size and make-up of Roanoke.

### PREFERRED:

- Master's degree in Park & Recreation Management, Natural Resource Management, Public Administration, or related field.
- Certified Park and Recreation Professional/Executive certification.
- Prior work experience with human resource management topics such as employee relations, compensation, recruitment, and employee development.



For more information and to apply please visit [www.roanokeva.gov/jobs](http://www.roanokeva.gov/jobs).

Application deadline to apply is March 15<sup>th</sup> Eastern time @ 11:55 P.M.

Salary Range: \$125,857 - \$201,371

Anticipated Starting Salary Range: \$125,857 - \$163,614 DOQ

