

Class Concept

This is administrative and professional work in directing Parks and Recreation division programs, law enforcement operations and staff, outdoor recreation, and natural resources preservation. Employee advise and strategize with executive management on direct long-range goals and initiatives, and work with the appropriate managers and stakeholders to develop approaches to promote the parks, deliver quality experiences and increase educational opportunities. Work includes ruling on controversial or precedent-setting situations, to ensure public safety, natural resources preservation and education. Work is performed with substantial independence and is evaluated for overall program effectiveness by an executive or high-level administrative official. Employee performs related duties as required.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge of public recreation programs and methods and techniques of assessing and responding to the public demand for recreation opportunities.
- Thorough knowledge of the goals, trends, and industry standards of public parks and of the principles of natural resources preservation and outdoor recreation.
- Considerable knowledge of the functions involved in managing a major division in State Government, including established policies and regulations in budget, personnel, and purchasing.
- Ability to communicate effectively orally and in writing.
- Ability to plan, supervise, and direct an organization including staff, program components, and resources.
- Ability to direct staff in the application of strategies and plans to meet the division's goals and objectives.
- Ability to direct and manage a variety of programs, activities and events to appeal to a diversified population.
- Ability to work effectively with representatives of other State Government organizations, local governments, stakeholders, and private citizen groups.

Minimum Education and Experience

Bachelor's degree in Business Administration, Parks and Recreation, and/or Natural Science from an appropriately accredited institution and five years of administrative, consultative or program experience in area of assignment; or equivalent combination of training and experience.