

Class Concept

Position is responsible for the statewide management of all lands and waters administered by the Division of Parks and Recreation. This includes state parks, state recreation areas, state trails, state rivers, state lakes and state natural areas. On lands owned or leased by the agency, the position supervises Parks Regional Superintendents, Park Superintendents and Park Rangers who have extended law enforcement and investigatory responsibilities. The Superintendent of State Parks has administrative and technical responsibility for enforcement on all park lands through the associated laws, rules and general statutes; in accordance with agency and division strategic goals, establishes and adapts the infrastructure and organization structure to respond to changing conditions and to ensure success of the Division; establishes all law enforcement program goals and objectives, ensuring a cohesive plan for short and long term objectives; and plans and supervises statewide park operations. The position in this role develops, maintains, and prioritizes budgetary resources; establishes work guidelines, policies, and procedures; monitors effectiveness and quality control; and ensures effective public relations for the Division and in situations when the agency's reputation is affected by the Division.

Superintendent of State Parks liaises with the General Assembly, the Governor's Office or any other regulating body, consulting and advising on law enforcement Issues as well as laws, administrative code, and other regulations. Establishes and executes long-range strategic goals and objectives. Sets operational priorities and oversees the administration and management of the operational budget and all resources. This position oversees the planning and coordination of all headquarters and field activities. Ensures efficient, consistent, and effective enforcement activities and services. Ensures proper application of the NC General Statutes, the NC Administrative Code, local regulations, and the US Code of Federal Regulations. Ensures that all law enforcement training by division personnel is conducted in a highly professional manner and in accordance with N.C. law. Provides consultation to agency legal staff in the appropriate interpretation of NC General Statutes, the NC Administrative Code, local regulations, and the US Code of Federal Regulations. Works closely with the executive level of the agency to resolve problems of a sensitive or controversial nature, to recommend or justify new programs and expenditures, to provide consultation regarding enforcement activities, and to assist in the rule-making process. Work requires considerable contact and relationships with federal, state, and local law enforcement representatives and agencies, judicial officials, community and special interest groups and the general public. Monitors legislative bills of interest and alerts the executive level about the effects of the bill whether increased liability to the agency, the division or the operations and effectiveness of the division. Apprises internal and external stakeholders of changes or issues in program progress, anticipating and alleviating problems. Adapts to unanticipated changes with contingency plans. Builds internal and external support of agency objectives. Develops key partnerships to further the agency goals and objectives. Initiates new methods to enhance communication and collaboration. Oversees all Human Resources issues and decisions, training needs, analysis, and training implementation. Develops knowledge, skills, and abilities to ensure current and future leadership of the division. Institutes processes that ensure professional standards throughout the division. Evaluates current law enforcement practices and ensures their adoption as appropriate.

Recruitment Standards

Knowledge, Skills, and Abilities

- Thorough knowledge and understanding of agency and division goals and objectives.
- Thorough knowledge of current law enforcement tactics.
- Thorough knowledge of the principles of supervision, management, budgeting, human resources, policy making, policy implementation, policy analysis, administrative rules process, and performance management.
- Thorough knowledge of leadership principles and practices.
- Thorough knowledge of new or unique law enforcement equipment and its costs and benefits.
- Thorough knowledge of NC General Statutes in which federal laws are referenced, NC Administrative Code and local laws.
- Ability to evaluate programs and to oversee the development and implementation of program improvements.

Note: This is a generalized representation of positions in this class and is not intended to identify essential functions per ADA.

- Ability to lead a complex organization that employs a variety of personnel and expertise.
- Ability to formulate and implement complex policies and standard operating procedures that meet current and future needs.
- Ability to make final decisions in all matters governing the division.
- Ability to direct others use of investigative techniques and case preparation.
- Ability to communicate through interpersonal interactions and written documentation.
- Ability to interact with legislative and state officials.
- Ability to communicate with all division employees to ensure consistent and thorough knowledge of division responsibilities and goals.
- Ability to maintain effective relationships with other law enforcement organizations and members of the legal system.

Minimum Education and Experience

Bachelor's degree preferably in Parks and Recreation and/or Natural Science from an appropriately accredited institution and six years of supervisory experience in area of assignment; or equivalent combination of training and experience.

Necessary Special Requirements

Certification as a Law Enforcement Officer in accordance with the provisions of the North Carolina Criminal Justice Training and Standards Commission