

Leisure Services Director

Position Vacancy Announcement

Deadline to apply March 31, 2024

Send Resume and Cover letter to

Delvick J. McKay, Personnel Director, djmckay@dothan.org

City of Dothan, P.O. Box 2128, Dothan AL 36302

About the Leisure Services Director

This is professional recreational work of an administrative and management nature in planning and directing municipal recreational programs and parks.

The incumbent is responsible for developing and administering a comprehensive community recreational program including the maintenance of a wide variety of recreational areas, facilities, and equipment. Work includes exercising general supervision over the maintenance, beautification and improvement of parks and public grounds. The Director assures that program objectives are accomplished at parks, playgrounds and centers and other locations through supervision of personnel assigned to specific aspects of the program. Work is performed in accordance with general policies determined by the Recreation Board and approved by the City Manager and City Commissioners where appropriate, but the Director must exercise independent judgment and ingenuity in accomplishing program objectives and in interpreting the needs and desires of the public. The Leisure Services Director reports to the City Manager.

- ✓ Develops community recreation objectives; produces a concise plan for attaining these objectives; monitors and supervises subordinates involved in the accomplishment of stated objectives.
- ✓ Supervises acquisition, planning, design construction, and maintenance of recreation projects.
- ✓ Advise City Manager and Recreation Board on long-term strategic planning for all parks and programs.
- ✓ Performs public relations and marketing functions; contacts and corresponds with advertising agencies, news media, civic groups and other organizations; prepares and presents speeches to various organizations.
- ✓ Studies local conditions and develops immediate and long-range plans to meet recreation needs.

Requirements

Bachelor's degree from a four-year college or university accredited by an accreditation agency recognized by the U. S. Department of Education (USDE) or the Council for Higher Education Accreditation (CHEA) in Recreation Administration, Leisure Studies, Physical/Health Education, or closely related field is required.

CPRP (Certified Park and Recreation Professional) is preferred and a Master's Degree in one of the above fields is preferred. Seven (7) or more years of responsible supervisory and senior level experience in municipal recreation/leisure administration.

Compensation

The Leisure Services Director compensation will be highly competitive, and the salary range is **\$115,648.00 - \$185,036.80** and will include an excellent benefit package to include health, dental, voluntary insurance, and retirement benefits.



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