

Essex County



Job Title: Assistant Director of Parks and Recreation

Status: Full Time with benefits, Salary: \$37,069

FLSA Status: Exempt

Essex County is seeking an individual to create, manage, and supervise programs implemented by the Parks and Recreation department and assist the Director of Parks and Recreation as needed. The selected individual will work with the Director to determine Community needs and develop programming to meet those needs. This position supervises all youth sports programming and manages the Marsh Street Pool. Certification requirements for this position include: Pool Operator Certification, Lifeguard Certification, CPR and First Aid Certification, and Aquatic Facility Operator Certification. If not currently certified, the selected individual has 24 months to obtain certification. This position reports to the Director of Parks and Recreation. This position requires variable work hours on weekends, evenings and holidays.

For more information please contact Fred Birchett, Director of Parks and Recreation, at 445-0303, or Pam Smith, Assistant County Administrator, at 804-443-8155. Visit our Website at http://www.essex-virginia.org/county_government/employment for a complete job description and application. To be considered, a completed Essex County employment application is required and may be obtained online at the County's website. Completed applications should be submitted to Pam Smith, Assistant County Administrator, P. O. Box 1079, Tappahannock, VA 22560. Open until filled. Application review will begin October 2, 2017.

Essex County is an equal opportunity provider.