

## Parks Administrator

Competitive Salary DOQ + [Full-Time County Benefits](#)

Located on the historic Virginia Peninsula, James City County offers a great blend of friendly, small-town feel and big city culture and resources. As one of the departments responsible for maintaining James City County's high quality of life, the James City County Parks and Recreation Department is seeking an experienced Administrator to lead the Parks Division. The mission of the Parks and Recreation Department is to work in partnership with all citizens to provide responsive programs, facilities and open space which promote personal growth, social development and healthy lifestyles. The department is nationally accredited through CAPRA and is a 7-time finalist and Gold Medal Award-winning department that focuses on exceeding customer needs while valuing and rewarding employees with a challenging and supportive work environment.

The Parks Division is responsible for managing, operating, programming and coordinating the maintenance of all park facilities in an efficient, effective and customer-focused manner. Over 1,500 acres of park property include a marina, beach, campground, sports complex, mountain bike trails, multi-use trails, passive parks, boat ramps, a multi-use 3,000 seat stadium that serves three local high schools, athletic fields, pools, a spray ground, playgrounds and a variety of other amenities.

James City County is seeking a highly motivated candidate with a positive, enthusiastic and collaborative leadership style that respects and appreciates diversity and focuses on creative solutions that address the needs of our external and internal customers. The ideal candidate will possess the skills necessary to manage the Parks Division while supporting the comprehensive needs of the Department and the County. The Administrator will work closely with County staff including Human Resources, Financial & Management Services, Economic Development and the General Services Department that helps maintain all parks and facilities. The Administrator will also interact regularly with the community organizations and business partners that operate within our parks. Experience with public/private partnerships and creative revenue enhancement opportunities is desired.

### **Minimum Qualifications:**

Any combination of education and experience equivalent to a Bachelor's degree in recreation administration or related field; extensive experience in recreation administration and supervision.

**Accepting applications until 11:59pm EST on 01/04/2019. Only online applications to our website will be considered. To apply, please visit the James City County Career Center at <https://jobs.jamescitycountyva.gov>**