



A Dream Come True Playground



DIRECTOR OF PARKS AND RECREATION RECRUITMENT

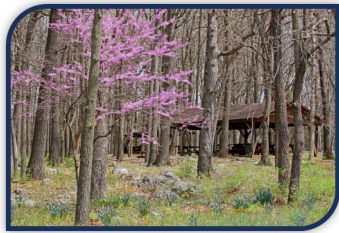
THE CITY OF HARRISONBURG, VIRGINIA



Westover Pool

The Community

The City of Harrisonburg is an independent city located in the central Shenandoah Valley region of Virginia. The City falls within Rockingham County and encompasses 17.3 square miles, serving a population of approximately 54,000. Harrisonburg is located along Interstate 81 and is only two hours away from both Richmond and Washington, D.C. Harrisonburg City Council and staff are currently operating under the City’s 2039 Vision Plan, which calls for a focus on Available Housing for All; A Thriving Educational Epicenter; Fiscal Sustainability and Planning; A City for All; Distinctive, Reliable Delivery of High-Quality City Services; Economic Development: Goals, Gains and Growth; and Community Resiliency and the Natural Environment. Additionally, City staff strive to embody the five values: Progressive Innovation, Productive Communication, Trusted Service, Winning Teamwork, and Valued Employees.



Hillendale Park Shelter

Once an agricultural hub, Harrisonburg has now evolved into a lively and distinct destination with a vibrant arts and entertainment scene. The City is home to a plethora of parks and trails and hosts community events throughout the year. Downtown Harrisonburg was designated as Virginia’s first recognized Arts and Cultural District in 2001 and the first recognized Culinary District in 2014. Downtown boasts a variety of locally-owned restaurants, coffee shops, bars, craft breweries, and boutiques. The area is home to an expansive network of galleries, music venues, theaters, and museums, making it an exciting place for anyone to enjoy.

Harrisonburg is a melting pot of ethnic diversity. In recent years, more than 1,900 refugees have settled into the City. Harrisonburg City Public Schools students speak more than 60 different languages, with English, Spanish, Arabic, and Kurdish being the most common.

Within the Harrisonburg City Public Schools system is a Pre-K Early Learning Center, six elementary schools, two middle schools, and a high school. A second high school will be built within the next few years. Harrisonburg is also home to two university campuses – James Madison University and Eastern Mennonite University. James Madison is a public research university with an enrollment of more than 22,000 students, and Eastern Mennonite University (EMU) is a private, Mennonite-affiliated liberal arts university with an enrollment of approximately 1,500 students.

Harrisonburg has been a Bronze Level Bicycle Friendly Community since 2011 and is dedicated to adding bicycle and pedestrian facilities throughout the community, making it attractive to walkers, runners, and cyclists alike. Miles of trails and sidewalks make it a walkable and bike-friendly community.



Hillendale Park Bike Trail

The Organization

The City of Harrisonburg operates under a council-manager form of government, which combines elected officials in the form of a governing body with an appointed local government manager. The City Council consists of the Mayor and four elected members, including the Vice Mayor. The City Manager reports to Council and is responsible for overseeing the delivery of public services through the City departments. Each City department then has a role in how services are provided to the citizens.

To ensure the City continues to meet its overall mission and execute City Council's vision, Department Directors serve on the City Manager's Executive Leadership Team, which meets weekly to discuss a variety of management and leadership topics related to their departments. Through strategic planning and collaborating with peers at these meetings, the Executive Leadership Team is able to effectively enhance the City and services provided throughout all departments.

The Department

With a staff of approximately 80 full-time equivalent positions and a Fiscal Year 2022 budget of \$6.4 million, the department plays a vital role in the success of the community through offering [various programs and activities](#) at many of the [beautiful facilities](#). In addition to the current offerings, the department consistently seeks input from citizens to ensure we are offering programs/activities that align with the Harrisonburg community to ensure we all live a healthy, active lifestyle. Ensuring team members keep apprised of local, state, and national trends is important, too - check out the recently added [Futsal court](#).

In our diverse community, the department seeks to provide services that are welcoming and accessible to all individuals. To assist in this, [the Parks and Recreation Advisory Commission \(PRAC\)](#) was established and provides recommendations pertaining to various types of recreation and hears presentations from staff regarding the welfare and happiness of citizens.

Mission

The mission of the City of Harrisonburg Parks and Recreation Department is to enhance the quality of life and meet the needs of the community by providing comprehensive leisure service opportunities and to develop and maintain a safe system of open spaces and public facilities for the use and enjoyment by the public.



Five Core Values

Progressive Innovation

Productive Communication

Winning Teamwork

Trusted Service

Valued Employees



Recognitions

With the numerous local amenities offered in the area, Harrisonburg continuously receives national recognition, including:

- Named one of the Top 25 Underrated Municipal Golf Courses in the United States - GOLF Magazine, 2021
- Ranked #1 in 50 Most Popular Mid-Size Cities People Are Moving To - moveBuddha.com, 2018
- #6 in America's Favorite Towns - Travel & Leisure, 2016
- Named one of America's Top 10 Mountain Bike Towns - National Geographic Society, 2017
- Selected as 1 of 4 Best Towns to Visit in 2021 - Film Daily, 2021

In October 2021, the Virginia Recreation & Park Society hosted their 2021 Annual Conference in the City and multiple Parks and Recreation employees were able to contribute towards the success by serving on conference committees.

Position Highlights

The next Director of Parks and Recreation has an amazing opportunity to make a direct impact in the lives of thousands of individuals throughout each year. The Director role requires a forward-thinking professional who will provide cost effective, year-round management and maintenance of the City's parks, public buildings, and golf course, and also ensure the department is continuously improving upon the services provided.

Under the direction of the City Manager, the Director is responsible for supervising and directing the activities and use of the public recreation facilities in addition to evaluating the adequacy of existing parks and recreational facilities while working to secure needed alterations and additions. In the role, the leader will also work collaboratively with the PRAC, civic organizations, educational institutions, and citizens to learn the desires of the community and promote interest in recreation and park facilities.

Employee Feedback

A recent survey was conducted of Parks and Recreation employees to gather input on their desires for the future of the department and the next Director. A highlight of those results is below:

- Employees indicated the Director's most important top two characteristics should be professionalism and integrity.
- In the first 18 months of the position, the Director should focus on the culture and morale of the department in addition to projects and the needs of the community.
- Employees responded that the biggest challenges facing the incoming Director include personnel matters and funding.
- When prompted for advice they would provide the selected Director, some employees responded:
 - "Continue building the foundation..."
 - "Get to know all of your staff..."
 - "The City has an outstanding Department of Parks and Recreation and they are anxious to be led to the next level."

Upcoming Priorities

As the Parks & Recreation Department continues to grow and serve the citizens, the following are some of the next Director's priorities in the role:

- Become integrated into the City's Executive Leadership Team (ELT) as an active participant in leadership and management team meetings; understand the High Performance Organization (HPO) model.
- Gain perspective on the department's current organizational structure and culture through meeting and engaging with current employees at all levels; make recommendations based on observations, best practices, and community service delivery.
- Continue the plan to build back to the previous level or greater level of service prior to COVID-19, including the implementation of programs, implementation of events, and reaching appropriate staffing levels to ensure program delivery.
- Create a Parks & Recreation Department Strategic Plan or similar work plan, or revise and update the existing plan to meet the needs of the department in the next five years.
- Assess and understand the current prioritization of capital and special projects and coordinate with the staff team on the recommendation related to continuation or amendment of the plan.

Minimum Requirements

The position requires a bachelor's degree with coursework in recreation, park administration, or related field and extensive (6 or more years) experience in the administration of recreational programs and development and planning of recreational facilities. An equivalent combination of education and experience may be used to meet this requirement.

Due to the nature of duties in this position, a driver's license with an acceptable driving record per the City's Safety Program is required.

As a leader in the department and organization, the Certified Park and Recreation Professional (CPRP) designation is required at time of hire or within 12 months of hire date. While not required, the Certified Park and Recreation Executive (CPRE) designation is desired.



[Physical requirements for this position are available on the City's website.](#)



HARRISONBURG | VA
FRIENDLY BY NATURE

DEI Statement

Multiple reports and studies over the years have shown that women and minorities are not as likely to apply for a position unless they believe they meet every requirement or ideal listed in a job advertisement. The City of Harrisonburg's number one priority during this recruitment process is finding the best candidate for the Director of Parks and Recreation position. In doing so, we realize that not all applicants will have what some may consider a traditional career projectory or background in relation to this position. As a result, the City may consider an equivalent combination of education and experience to meet the minimum requirements for this position. If this career opportunity interests you, we strongly encourage you to apply for consideration.

The City provides an excellent benefits package including health insurance, retirement (VRS & MissionSquare), life insurance, paid leave and holidays.

All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, sexual orientation, national origin, disability or veteran status.

The City of Harrisonburg is an Equal Opportunity Employer.

Preferred Hiring Range:

\$85,924 - \$98,820

plus an excellent benefits package

Apply Online

with the required documentation

First Review Date:

January 14, 2022

Questions?

Contact Chase Martin in
Human Resources at

employment@harrisonburgva.gov