



HARRISONBURG DEPARTMENT OF PARKS & RECREATION DEPUTY DIRECTOR

Looking to make a huge impact in an eclectic, growing city known worldwide for being a friendly, welcoming Community For All? Look no further than The Friendly City - Harrisonburg, Virginia.

The Harrisonburg Department of Parks & Recreation is currently seeking a leader who is excited to join our dedicated team of community service professionals. The right candidate should be committed to helping our community stay active through a diverse and unique collection of amenities, programs and services that continue to grow and improve each year.



CITY OF HARRISONBURG
**PARKS
& REC**

This is an amazing opportunity for a creative, progressive, self-motivated and energetic leader who is passionate about doing the work of creating and maintaining amazing parks and recreation facilities and opportunities. And you'll do it in a vibrant, modern, and diverse college community right in the heart of the famous and beautiful Shenandoah Valley.



The Friendly City Trail at Hillendale Park

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 17.4 square miles, serving a population of approximately 56,879.

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 2045 Vision Plan, which calls for a focus on creating A Harmonious Community and prioritizing the areas of Available Housing for All; Economic Development & Financial Empowerment; A Thriving Educational Epicenter; Fiscal Responsibility & Planning; High-Quality City Services; and Community Resiliency & the Natural Environment.

Additionally, City staff strive to embody these five Values: Progressive Innovation, Productive Communication, Trusted Service, Winning Teamwork, and Valued Employees.

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, thousands of 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 two high schools - which HDPT supports with school bus service. 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.

THE POSITION

The Deputy Director:

- Plans, organizes, develops, and administers the work of personnel engaged in the areas of cultural programming, special events, and recreation center operations;
- Oversees the management of registration processes, cash handling procedures, and advertising/marketing of youth services, facilities, and cultural programming;
- Advises the Director on important matters relative to cultural programming, facility center operations, and special events planning;
- Assists with the development and fulfillment of the Capital Improvement Program;
- Assists with the development of the operating budget and the monitoring of expenditures;
- Assists with the development of master plans and long-range planning for parks and facilities;
- Identifies, organizes, applies for, and executes grant opportunities for the entire department;
- Prepares and maintains records and reports related to programming and financial controls;
- Responds to citizen inquiries regarding all cultural programming, the need for additional services and programs, and facility operations;
- Oversees the design of park and facility brochures, calendars, news releases, and other online and printed materials for the promotion of programs, events, facilities, and the golf course;
- Conducts regular meetings with staff team members in assigned divisions;
- Meets and interacts with the public, the media, and advertising

and/or marketing representatives for the department;

- Collaborates with outside agencies and organizations;
- Assists with the planning and design of park facilities;
- Assumes overall supervision of the department during the Director's absence.

Additionally, the Deputy Director should possess the following knowledge, skills and abilities:

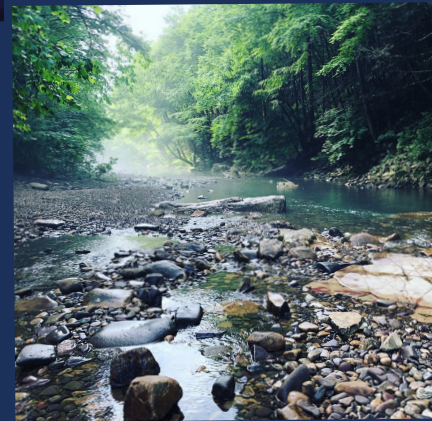
- Thorough knowledge of recreation administration;
- Thorough knowledge of recreational, cultural, and special events programming;
- Thorough knowledge of facility operations, cash handling procedures, and scheduling and reserving facility space to meet a diverse community population;
- Skill in the development and delivery of presentations, reports, and information to elected and appointed officials, citizens, stakeholders, and staff team members;
- Skill in the development of capital plans and operating budgets;
- Skill in the creation of social and print media for the purpose of advertising and showcasing amenities and programs;
- Skill in the successful application, attainment, and management of grant funding;
- Ability to recognize the human behavior of program participants;
- Ability to forecast operational needs to finance current and future growth of the department facilities;
- Ability to plan and supervise the work of subordinate staff team members.



Lucy F. Simms Continuing Education Center Gymnasium



**We've got a ton
going on at
Harrisonburg
Parks & Rec,
but don't just take
our word for it...**



**Take a
look
yourself!**



HARRISONBURG DEPARTMENT OF PARKS & RECREATION DEPUTY DIRECTOR



Morrison Park Pickleball Courts

THE DEPARTMENT

What a wonderful time to join Harrisonburg Parks & Recreation.

Our community has told us how much they value vibrant parks, welcoming facilities, and memorable programs—and we’ve responded with action. With strategic investments of American Rescue Plan Act (ARPA) funds, we are revitalizing recreation spaces across the city to better serve every community member and visitor.

Here’s what that looks like:

- Smithland Athletic Complex: Added field lighting and a new restroom to our award winning regional destination for soccer and football.
- Westover Skate Park: Full replacement to deliver a safer, and concrete modern experience for users of all ages.
- Ralph Sampson Park: Built the much requested Spray-grounds to create inclusive, family friendly play.
- Purcell Park: Reimagined the beloved Kids Castle Play-ground with accessible, community driven design.
- Thomas Harrison Middle School Field: Transitioned the site into a high quality community athletic field.

We’re proud of this momentum – and we’re not stopping. We’ve initiated a new Parks & Recreation Master Plan to chart the next decade of improvements. Team members who join us now will help guide this effort, engaging directly with community members to shape priorities, outcomes, and capital investments. The incoming Deputy Director will play a key role in this process and in strengthening the relationships that make The Friendly City so special.

Our mission is clear: to enhance quality of life and meet community needs by providing comprehensive leisure opportunities and by developing and maintaining a safe, accessible system of open spaces and public facilities for everyone’s

enjoyment. We hold ourselves to high standards – sweating the details, delivering excellence, and dreaming as big as our community does. Our staff are a major reason Harrisonburg is known as The Friendly City.

Recent highlights that reflect who we are:

- Earned the Virginia Sports Field Management Association “Field of the Year” for Smithland Athletic Complex three years running – on three different fields.
- Welcomed hundreds to “Paint the Park,” celebrating community pride in a neighborhood park.
- Opened the Westover Pool complex free to the public during the hottest summer days to help our community cool off.
- Partnered with a local family to launch Swim for Sadie, providing free swim lessons to children across the city.
- Expanded programs and events in response to overwhelming community interest in all things Parks & Rec.
- Modernized parks citywide, adding outdoor pickleball and futsal courts and rehabbing outdoor basketball and tennis courts.
- Invested in our team through robust training, enhanced City benefits, and the professional autonomy needed for creativity and high performance.

If this purpose, pace, and impact resonate with you, we invite you to bring your talent to Harrisonburg Parks & Recreation. Join a mission driven team that is building places people love, programs that strengthen community, and a legacy of service that will last for generations.

We look forward to your application – and to the possibility of welcoming you to our team.

COMPENSATION:

PREFERRED HIRING RANGE \$105,955.20-\$119,204.80* WITH AN EXCELLENT BENEFITS PACKAGE,
***AN EXACT SALARY WILL BE DEPENDENT UPON THE SELECTED CANDIDATE’S QUALIFICATIONS AND EXPERIENCE**

HOW TO APPLY:

[HTTPS://WWW.HARRISONBURGVA.GOV/EMPLOYMENT](https://www.harrisonburgva.gov/employment)

QUESTIONS:

CONTACT HUMAN RESOURCES AT EMPLOYMENT@HARRISONBURGVA.GOV

*** FIRST REVIEW NO SOONER THAN JANUARY 7 ***