

### **Director of Parks and Recreation**

Elkin, Pop. 4,100. A very progressive recreation program and community. The successful candidate will perform different professional and administrative work on planning and directing the parks and recreation activities for the town. Plans, organizes, promotes and directs, through staff, athletic parks, amusement and recreational programs for all age groups. Supervises and directs the activities and use of public recreation facilities such recreation center, playground and parks, swimming pool; and oversees preparation and maintenance of records. Ability to understand pool chemistry a must. Helps plan, maintain, and develop the town cemetery. Work is performed under the general supervision of the town manager. Additional responsibilities include preparing grant applications, working with recreation advisory board, and managing annual budget. Must know principles and methods of parks planning and development, be able to evaluate community recreation needs, and possess great interpersonal skills. Must have ability to tactfully deal with customer concerns, questions and suggestions. Requirements: Bachelor's degree in recreation, physical education or related field. Candidate should have at least 5 years experience in park and recreation activity. Equivalent combination of education and experience may be considered. Valid NC driver's license required. Salary Range \$44,226 - \$66,339. Excellent benefits package. Interested applicants should submit a detailed resume and salary history by 9/30/09 to Town Manager, PO Box 857, Elkin, NC 28621 or contact Susan White, (336) 835-9800 and request a town application. EOE.