

Position Available: **Director – Parks and Recreation**

Department: Parks and Recreation

Application Deadline: **January 26, 2018**

Description: Under general direction of the County Manager, the Parks and Recreation Director; plans, manages and administers day-to-day operations of the Parks and Recreation Department and facilities. Provides general oversight and direction for all staff in the development, implementation, management and administration of recreation functions.

Qualifications / Requirements:

- Education: Bachelor’s Degree in recreation or a similar field required.
- Parks and Recreation Professional (CPRP) certification preferred.
- Eight to ten years of experience in Recreation Administration, demonstrating administrative, budgeting, organizational and supervisory skills. At least five years should be in the position of management or supervision as a Recreation Professional.
- Experience working with a licensed school age child care program preferred.
- Experience in facility operations required.
- Must possess strong interpersonal, decision-making and management skills.
- Must have a valid Colorado Driver’s License without any restriction due to driving record. Must also be able to drive a county vehicle.
- Must pass background check and pre-employment drug screen.

Pay Rate:

- \$65,200 - \$68,460 DOQ plus outstanding benefits package

Application Procedures:

Applications are available at:
Gilpin County Human Resources 495
Apex Valley Road
Black Hawk, CO 80422
Monday through Friday 8:00 a.m. – 4:30 p.m. or

our website (<http://co.gilpin.co.us/Employment/jobs.htm>).

Please submit your application and resume

to:

Gilpin County Human Resources

P.O. Box 366

Central City, CO 80427 or

Fax: (303) 951-3675

If you have any questions, please call (303) 951-3673 Gilpin County Human Resources.

Some positions may qualify for the Public Service Loan Forgiveness Program. For more information, go to:

<http://www.tgslc.org/borrowers/public-service/>

Gilpin County is an Equal Opportunity Employer