

Parks Recreation Director Job Opportunity

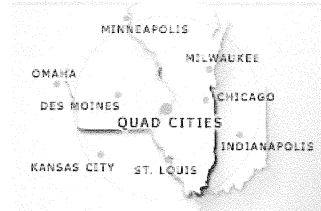
City of Moline, Illinois *Take Time to Play!*

The Community We Serve

The City of Moline is located in the heart of the Midwest, nestled between the banks of the Mississippi and Rock River in Rock Island County, Illinois. Home to 43,768 people, Moline is one of four cities making up the Quad Cities, a metropolitan area of over 350,000 people residing in Moline and Rock Island, Illinois and Bettendorf and Davenport, Iowa.

Moline is located approximately 165 miles west of Chicago and midway between Minneapolis to the north and St. Louis to the South. 37.4 million people reside within a 300-mile radius of Moline, which comprises almost 13% of the nation's population. Moline and its neighbors help form the largest urban concentration between St. Louis and Minneapolis along the Mississippi River. Major interstates I-80, I-88 and I-74 provide ready access in all directions, making the region a preferred location for logistics and distribution facilities.

Moline has an abundance of neighborhood parks, including Riverside Park, home of the Riverside Family Aquatic Center, and Greenvalley Sports Complex, featuring acres of baseball diamonds, soccer fields and cricket field. Historic Prospect Park offers pond fishing, a new tournament grade disc golf course, Trinity fitness trails and a newly restored turn-of-the-century pavilion.



Bicyclists and pedestrians may enjoy the beauty of the Mississippi River along the Ben Butterworth Parkway, a 4-mile scenic paved trail, which connects to the 62-mile Great River Trail. Picnickers may take in a glorious sunset or delight in watching those engaged in recreational activities like water skiing, boating, fishing, rowing or parasailing.

Parks Recreation Department

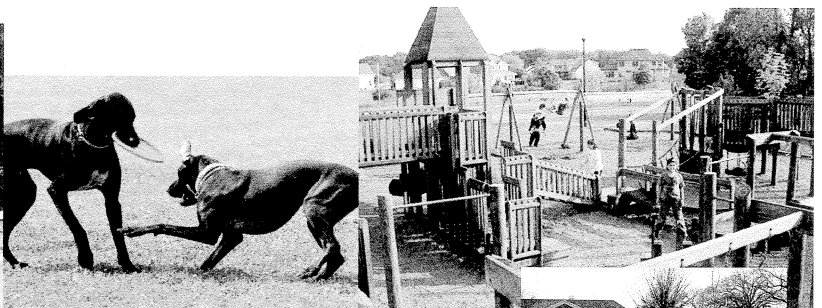
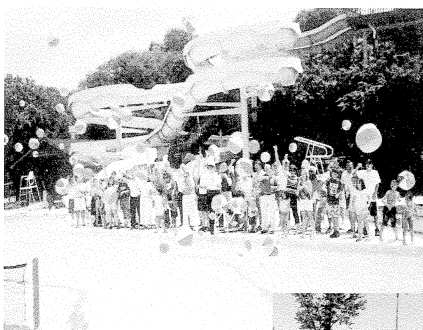
The City of Moline Parks Recreation Department is responsible for a \$3.6 million budget in 2009 which operates 800 acres of parks, a zero depth outdoor aquatic facility, full service indoor and outdoor recreation programs, a 500 member senior citizen center, an 8 diamond lighted softball facility, 24 horseshoe courts, 32 rolle bolle courts,



a radio controlled airport, marina with full service restaurant and 2 cemeteries with 160 acres. The newest addition to the City's parks is a 2 acre dog park located near our newest construction site of a 10 field soccer complex.

The City of Moline has been the proud host of the 2004, 2006 and 2008 Girls USA ASA National Softball Championship and plans to host the 2009 Men's ISC World Tournament and the 2009 State of Illinois Horseshoe Tournament.

The Parks Recreation Director supervises a staff of recreation programmers in a union based environment, along with a cemetery manager and an administrative assistant. The Director works very closely with the Public Works Department on parks maintenance.



Characteristics of the Job

Under administrative direction and within the framework of City Council and Park and Recreation Board policy, is responsible for direction and management of parks recreation programs and facilities, adult activity center, aquatic facility and permanent and seasonal recreation and cemetery staff; preparation and administration of operating and capital budgets; planning, organizing, directing and coordinating new facilities, services or programs; grant application and capital project development. This position entails considerable initiative and independent judgment and the ability to work with others to accomplish departmental and city goals and objectives. Requires broad knowledge of parks recreation, facilities and services, aquatic facility operation and activities, cemetery programs and equipment used to support all programs. Requires knowledge to negotiate usage for leased facilities, planning methods, site development and capital improvements project management, as well as governmental grant procedures and administration; and public contracting procedures. Requires excellent skill in public speaking, employee and labor relations and in maintaining effective working relationships with elected and appointed officials, managers, government agencies and the general public.



Qualifications

Requires bachelor degree from an accredited college or university in parks and recreation, leisure studies or related field, supplemented with three (3) to five (5) years of management level experience in parks, recreation or special facilities; or any equivalent combination of training and experience that provides the required knowledge, skills and abilities. Valid Certified Park and Recreation Professional Certification (CPRP) or ability to obtain and maintain same.

Successful candidate will be required to comply with the City's current residency policy by residing within the corporate limits of the City.

Compensation and Benefits

The salary range for this position beginning in 2009 is \$68,437-\$104,135, with starting salary dependent upon experience and qualifications. In addition, the salary is supplemented by the City of Moline's outstanding benefits package:

- A medical, dental and vision health insurance plan
- Employee funded flexible spending accounts for dependent care and medical expenses
- 12 paid holidays, plus an annual paid birthday holiday
- 13 paid vacation days during the first year; 18 paid vacation days per year for 2-6 years of service
- 2.25% anniversary increase, as well as an annual cost of living increase which has averaged just over 3.3% over the last three years, both of which are subject City Council approval
- 12 paid sick days; 4 of which can be used as personal days
- Participation in Illinois Municipal Retirement Fund (IMRF)
- Deferred compensation plan available for additional retirement savings— 457 Plan and Roth IRA
- Voluntary life insurance through IMRF
- On-Site City Nurse and Wellness Programs

Selection Process

To be considered for this opportunity, please submit a City of Moline application, cover letter and resume by 5:00 PM on Friday, December 5, 2008 to:

Amy Valdes, HR Manager
City of Moline
619-16th Street
Moline, IL 61265
avaldes@moline.il.us
Phone: 309-797-0464
Fax: 309-797-4524



City of Moline application and full job description can be obtained at www.moline.il.us/employment or via an email request at the address listed above.

Finalists will be interviewed by the Park and Recreation Board interview committee and may be asked to make a brief presentation to the committee, members of the public and the media. The Board would like the successful candidate in place by no later than February 1, 2009.

