

District of Chetwynd

Director of Parks and Recreation

The District of Chetwynd is currently inviting applications from qualified individuals for the position of Director of Parks and Recreation. This position is one of four departmental Directors reporting directly to the Chief Administrative Officer and involves supervision of a staff of some thirty-five regular, part-time and casual employees.

The successful candidate will administer and manage, within a union environment, a recreation complex that includes an ice arena, curling rink, leisure pool, fitness facility, banquet rooms and playgrounds and delivers a range of recreational services and programs to Chetwynd and the surrounding rural area. The incumbent will be accountable for a \$2 million dollar annual budget and development and implementation of a five year capital plan. The person we are looking for will be able to maintain effective relationships with clients, elected officials and all community groups and members.

The Director of Parks and Recreation is also responsible for managing a parks and grounds maintenance function for the municipality, including coordinating the hiring and supervision of summer parks and grounds maintenance staff.

The preferred candidate will possess a diploma or degree in Recreation Management or related discipline with relevant management experience or will have an equivalent combination of education and experience. The person will also possess strong leadership, interpersonal, team building and communication skills in addition to considerable managerial and fiscal abilities. The successful candidate will also have a thorough understanding and knowledge of facility equipment, plant, machinery and maintenance requirements.

The District of Chetwynd offers excellent recreation opportunities and affordable housing. Interested applicants are encouraged to view the District of Chetwynd website at www.gochetwynd.com. As well a competitive salary and benefits package is available to the right person.

Interested applicants are invited to submit resumes detailing experience, career history, and education along with three professional references to the undersigned by 12:00 noon Monday, February 1, 2010.

Human Resources Officer, District of Chetwynd
P.O. Box 357, 5400 North Access Road, Chetwynd, BC V0C 1J0
Telephone: (250) 401-4104 / Fax: (250) 401-4101
Email: jdisher@gochetwynd.com

Chetwynd exists in order that area residents have sustainable opportunities for
Security, Health, Safety and Prosperity
in surroundings that display the best of our natural environment.