

FORT WORTH®



**ASSISTANT DIRECTOR
OF PARK & RECREATION -
PARKS OPERATIONS DIVISION
CITY OF FORT WORTH, TEXAS**



ASSISTANT DIRECTOR OF PARK & RECREATION-PARKS OPERATIONS DIVISION FORTH WORTH, TEXAS

Fort Worth, Texas (population 956,709) is seeking an innovative strategic leader with strong tactical management and effective program implementation skills. The ideal candidate should possess significant large jurisdiction parks and open space operational experience who is a highly collaborative professional with excellent communications and community engagement abilities to fill the Assistant Director position of the Park & Recreation Department's Park Operations Division.

This position will be responsible for planning, directing, and managing the activities and operations of the Park & Recreation Department's Parks Operations Division. The ideal candidate must possess experience of setting high standards for park maintenance and operations for parks and open spaces guiding and holding staff accountable to meet and exceed service level standards. They must also be a strategic and transformative leader with a strong commitment to excellent customer service and a highly motivated self-starter combined with a proven track record in the management of parks and open spaces.

This recruitment is being conducted on a local, regional, and nationwide basis, encouraging applications from all individuals who meet the qualifications. All inquiries relating to the recruitment and selection process for the Assistant Director of Parks & Recreation Parks Operations Division position are to be directed to the consultants listed below who are collaborating with the City of Fort Worth and its designated Search Committee.

Joe DeLuce and Chuck Balling, Consultants

GovHR USA

630 Dundee Road, Suite 225

Northbrook, IL 60062

TEL: : (847) 380-3240 x 130 or x 155.

Formal applications should be submitted to:

www.govhrjobs.com



HISTORY AND BACKGROUND

Fort Worth, Texas was established in 1849 as an Army outpost on a bluff overlooking the Trinity River. It is in North Central Texas and covers nearly 359 square miles in Tarrant, Denton, Parker, and Wise counties - serving as the seat for Tarrant County. As Fort Worth continues to grow and change, these principles help keep employees on point, providing the best service to residents, businesses, and fellow employees.

Fort Worth is the 13th largest city in the United States by population. Of all cities over 50,000 people, Fort Worth had the largest gain in population in the past year, adding 19,170 people (approximately 53 people per day). Of the top 30 most populous cities, Fort Worth is the fastest growing, at 4.1% population growth since 2020. Of the top 30 most populous cities, Fort Worth ranks 24th in terms of population density (only Oklahoma City, Jacksonville, Nashville-Davidson County, Memphis, Indianapolis, and El Paso are less dense than Fort Worth).

Fort Worth is under a City Manager form of government with a ten single member City Council district and Mayor elected at-large. The City has an eleven-person appointed Park & Recreation Advisory Board. The Park & Recreation Director serves as the liaison to the Park Board and City Manager. The Assistant Director-Golf and Athletics Division is appointed by and reports directly to the Park and Recreation Deputy Director and is responsible for the implementation of policy and overall operations of this Division.

THE VISION

Fort Worth will be the most livable and best-managed city in the country.

THE MISSION

Working together to build a strong community.

VALUES

There are six values that guide our employees as they go about this work. They are:

- Exceptional Customer Experience
- Accountability
- Ethical Behavior
- Diversity
- Mutual Respect
- Continuous Improvement

With a guiding principle of providing a good Quality of Life, the Mayor & Council's **Strategic Priorities** are:

- Economic Development
- Community Investment
- Community Safety
- Infrastructure
- Responsible Growth
- Fiscal Responsibility underpinning all efforts



PARK & RECREATION DEPARTMENT

The Park & Recreation Department's (PARC) mission is to enrich the lives of our citizens through the stewardship of our natural and developed resources and the responsive provision of quality services and recreational opportunities. Throughout the history of the development of the Fort Worth park system, the Department has effectively anticipated and responded to the park, recreation, and open space needs of the community. The City of Fort Worth Park system comprises 300 parks, totaling over 13,063 acres of parkland.

Through the acquisition and development of new park land and facilities along with the maintenance of existing infrastructure, the Department strives to manage natural and developed resources effectively and efficiently. A focus on conservation and preservation is found in departmental programs and facilities such as the community tree planting program, the Nature Center and Refuge, the Log Cabin Village, and the Zoo and Botanic Garden through partnerships. The Park & Recreation Department provides services, programs and opportunities that enhance the well-being of the community. Unique facilities such as skate parks, mountain bike trails, and dog parks reach a diverse population. Programs pertaining to fitness, adult and youth athletics, nature, arts, culture, and education are offered throughout the Department.

The Department continues to develop and implement strategies, policies, programs, and partnerships that effectively leverage resources resulting in positive economic impact for the City of Fort Worth. Overall, the Park and Recreation Department serves all people, including special and vulnerable populations, by creating spaces and places for all to enjoy.

FORT WORTH QUICK FACTS

Population: **956,709**

Square Miles: **359** square miles

Number of parks: **300**

Total acres of park land: **13,063** acres

Park, recreation, and open space sites **300**

Special Use Parks **11**

Community Centers **14**

Golf Courses (78 holes) **3**

Hike and bike trails **210** miles

Athletic Field Complexes (96 fields) **11**

Neighborhood-Based Parks **198**

Community-Based Parks **67**

Conservancy Parks **8**

Greenbelts **7**

Special Use Facilities - Botanical Garden, Nature Center & Refuge, Zoo, Log Cabin Village





ASSISTANT DIRECTOR OF PARK & RECREATION (PARK OPERATIONS DIVISION)

The City of Fort Worth is seeking an innovative leader and high energy professional to fill the Assistant Director position in the Park & Recreation Department's Park Operations Division. This position reports to the Park & Recreation Director, supervising a park operations staff of 122 full-time employees through five direct reports. The division has a total annual operating budget of \$20 million for the 2024 budget year. The Park Operations Division actively maintains 263 parks (6,252 acres) and public spaces citywide within an overall park system of 300 parks (13,068 acres).

The ideal candidate will effectively lead the activities of the Park Operations Division including but not limited to the following:

- Plan, coordinate, administer and evaluate current projects; ensure compliance with federal, state, and local laws, regulations, codes and/or standards as well as City, Department and Division policy and procedures.
- Supervise staff (five direct reports) including the prioritization and assignment of work, conduct performance evaluations and make personnel decisions or recommendations.
- Assist with development and implementation of departmental goals, objectives, and policies as well as development and oversight of external and internal communication activities.
- Review park operations policies and procedures as well as maintenance programs and practices; review of all park operations resources and user fees as part of the annual budget process; oversee the development of the annual budget recommending the annual budget for the Park Operations Division.
- The candidate must have the ability to analyze and assess parks operational needs and make appropriate adjustments if required; prepare strategic business and annual work plans to implement and consistently meet enhanced service delivery standards; the candidate must demonstrate the capacity to set effective and equitable priorities to serve the needs of a demographically diverse community.
- The candidate must have strong people skills including the experience and capacity to maintain positive employee morale and the ability to collaborate and build strong relationships with community organizations, neighborhood groups and other City departments.
- The successful candidate must have a proven ability to be an excellent communicator, effective listener, quick learner and creative and innovative problem solver & finance, procurement, human resources, the use of information technology, and other principles of public administration.

OPPORTUNITIES AND CHALLENGES

- The PARD is undergoing an Aspirational Study to determine how: "By the year 2030, the Fort Worth Park and Recreation Department will be recognized as one of the top 10 park and recreation departments in the nation."
- The resultant Aspirational Plan will provide a blueprint of annual phased improvements in each of the next five fiscal years FY2025 – 2029. The Assistant Director of Park Operations will be expected to:
- Develop and implement enhanced operation and maintenance standards; and identify, document, achieve and communicate performance metrics related to elevated service levels.
- Lead the development and implementation of service plans including the effective and timely allocation of operational resources. The candidate must have the ability to effectively delegate the development and implementation of management service plans to meet new expectations and standards.
- Plan for, grow with and assume the management and operations of additional parks and open spaces of an increasingly growing park and open space system including the effective development of staff and service plans, the identification of technical equipment/technology needed to maintain additional park inventory in a consistent manner to high standards meeting or exceeding service level expectations.
- Capacity to plan for the operations and maintenance of future capital improvements and new properties developed and acquired through bond funded capital improvement programs, grants, contributions, park dedication fees and the annual cash capital reinvestment program.
- Pursue and implement new natural resource practices, programs, and green infrastructure opportunities that will benefit the citizens and differentiate the City of Fort Worth from other communities.





EDUCATION

Bachelor's degree from an accredited college or university with major course work in recreational science, physical education, horticulture, public or business administration, social services, or a related field, and six years of increasingly responsible experience in park maintenance operations, including three years of administrative and supervisory responsibility.

Possession of a Valid Driver's License at the time of hire. If licensed from another state, the candidate must have the ability to obtain a valid Texas Driver's License within 90 days of employment.

PREFERENCES

One or more of the below is desired and preferred but not required:

- Experience working within a large municipality.
- Experience with the management and operations of multiple public parks, open space, and amenities.
- Master's in public administration is a plus.
- CPRP (Certified Park and Recreation Professional) or CPRE (Certified Park and Recreation Executive) Certification is preferred.

COMPENSATION & BENEFITS

The City of Fort Worth offers a competitive salary and benefits package <https://www.fortworthtexas.gov/>. The salary range for the position is \$120,000 - 149,000 DOQ. The City offers tuition reimbursement to employees wishing to improve or continue their education.

HOW TO APPLY

Candidates must apply by Monday, April 22, 2024, with resume, cover letter and contact information for five work-related references to www.GovHRjobs.com to the attention of Chuck Balling, Vice President, or Joe DeLuca, Vice President, GovHR USA, Tel: (847) 380-3240 x 130 or x 155.

**The City of Fort Worth, Texas is an
Equal Opportunity Employer.**