

Board of Park Commissioners

Position Description

Representation to the Community

- Represents the needs and wants of the community regarding parks, recreation and conservation
- Supports majority decisions of the Board to community
- Commits to using the Mission as a guide in all major decisions

Meetings

- Attend the monthly board meetings, generally held the second Monday of the month, and any special meetings or work sessions scheduled as needed
- Review materials prior to arriving for any board meeting
- Refrain from voting on Park District issues that appear to be a conflict of interest or in which there is a personal interest
- Attend grand openings, programs and community-wide events
- Represents the Park District by attending the Public Entity Meetings, generally held when there is a 5th Monday in a month

Planning

- Hire, compensate and provide yearly performance evaluations of the Park District Director
- Participate in strategic planning for the Park District
- Establish policies for the Park District, to be implemented by the Director

Financial

- Review financial statements and exercise prudence in control and use of funds
- Adopt and implement an annual budget
- Vote on contracts and purchases over \$25,000
- Participate in Park District levy campaigns and fundraising efforts

Publicity

- Be an ambassador and advocate for the Park District
- Assist in public relations and outreach
- Represent the mission and vision of the Park District to public officials, community members and all stakeholders

Other

- Abide by applicable federal, state and local requirements and rules and exercise all other responsibilities specified by the Ohio Revised Code, Section 511.18 through Section 511.99



Mission:

Deliver fun, healthy, and outstanding park experiences that connect the community with the outdoors.

Vision:

To become the outdoor recreation destination of choice for the community we serve.

Values:

(We believe in...)

Creating positive memories.

Integrity.

Public Service.

Fiscal responsibility.

Environmental responsibility.



Information for Potential Board of Park Commissioners
Centerville-Washington Park District – www.cwpd.org

What is the Board of Park Commissioners?

Three commissioners, appointed by the Court of Common Pleas, serve three-year overlapping terms as the policy-making board for the Park District. They must be residents of Centerville or Washington Township and serve without pay. Each commissioner is limited to serving three successive three-year terms. Information about the Park District is found at www.cwpd.org

What are the major responsibilities of the board members?

- Exercise responsibilities specified by the Ohio Revised Code, Section 511.18 through Section 511.99
- Represents the needs and wants of the community regarding parks, recreation and conservation
- Represents the Park District at various community events
- Attend monthly board meetings
- Hire and guide the Park District Director
- Establish policies; provide financial oversight; approve an annual budget; approve contracts; assure strategic planning

How do I notify the Court of my interest in applying?

Send a letter of interest to: Montgomery County Common Pleas Court
ATTN: Nancy E. Brookshire
41 North Perry Street, Room 383
Dayton, OH 45422

Or, call Nancy Brookshire at: 937-225-6161

What is the schedule for applying?

February	Common Plea court mails letters inviting applications
April	Application due to Common Plea Court
May 11	Commissioner's term begins

For more information, please contact the Park District office at 937-433-5155