

announcement of vacancy for **PROGRAM MANAGER**



 **Centerville-Washington
PARK DISTRICT**

www.cwprd.org

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► ABOUT THE COMMUNITY

The Village of Centerville covered 2.5 square miles in the early 1950s. The unincorporated part of Washington Township, which covered 30 square miles, was 90% farmland. That open space included countryside, many natural wooded areas and a network of creeks and streams. In 1952, Montgomery County brought the public water line into the township, making the area ready for development, both housing and commercial.

Local residents interested in preserving open space in the community established the Centerville-Washington Park District (also known as the Washington Township Park District) in 1959.

The Centerville-Washington Park District (CWPD) now operates eight community parks, nine nature parks and 34 neighborhood parks encompassing 1,030 acres in

Centerville and Washington Township. Each of the 51 parks has varying amenities. You will find a sprayground, a dog park, a skatepark and an archery range; top-notch sports fields; hiking trails and nature preserves; and more, all within the boundaries of one south Dayton, Ohio suburban community of 56,000 people. The median household income in the community is \$81,000.

U.S. News analyzed 125 metro areas in the United States to find the best places to live based on quality of life and the job market in each metro area, as well as the value of living there and people's desire to live there.

Dayton, Ohio is ranked:

#69 in Best Places to Live

#75 in Best Places to Retire

#3 in Best Places to Live in Ohio

► CENTERVILLE-WASHINGTON PARK DISTRICT

Thanks to the foresight of the Park District's founders, there is a park to explore within walking distance of every home.

The Park District is not under the administration of any other unit of government, and does not receive operating monies from the City of Centerville, Washington Township, Montgomery County, Five Rivers MetroParks or the State of Ohio. Principal funding of the Park District is from two tax levies approved by the voters of Centerville and Washington Township. Additional necessary funding is obtained through direct donations, grants, facility rentals and program fees.

A three-member Board of Commissioners appointed by the Montgomery County Court of Common Pleas

governs the Park District. Each member serves (without pay) for a three-year term.

The Board of Park Commissioners meets monthly. Meetings are open to the public. The Board establishes all policies, rules, approves developments, land acquisitions and budgets all funds.

The Centerville-Washington Park District has been an AAPRA & NRPA National Gold Medal Finalist two out of the last three years. Their mission is to deliver fun, healthy and outstanding park experiences that connect the community with the outdoors.

MISSION

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



► QUALIFICATIONS, SKILLS & PERSONAL CHARACTERISTICS

The Program Manager oversees the department responsible for developing recreation, nature education and special events. The essence of the position is to inspire and enable staff to meet the needs of the community through activities, events and programs. The program manager works closely with fellow management staff to accomplish the agency's mission and strategic plan.

Qualifications:

- A bachelor's degree in parks and recreation or related field.
- Minimum 5-years progressively responsible supervisory experience.
- Demonstrated experience and comfort with program safety and logistics, including camps.
- Exceptionally good interpersonal skills.
- Demonstrated success in expanding program offerings to reach community needs.
- Proven ability to stimulate creativity and idea generation amongst program staff.
- In-depth understanding of program trends and innovation, as well as, services and tactics to best deliver park experiences.
- Demonstrated skills in communicating with fellow staff, partners, and the public with both spoken and written word.
- Proven experience in developing an annual departmental working budget.
- Evidence of skills in stakeholder engagement, both official and informal, in pursuit of partnerships, joint ventures and trustworthy input.
- Ability to work in concert with other community organizations such as Washington Township RecPlex staff; school personnel; community service clubs; scouting organizations; sport groups; and the like.
- Comprehensive planning and organizational skills.
- Must have a valid Driver's license.

► COMPENSATION

- Salary commensurate with experience and qualifications.
- Comprehensive benefit package.



APPLICATION PROCEDURE

Submit the following application materials online at cwpd.org/careers

- Cover letter
- Resume
- Three references
- Two letters of recommendation

Application deadline is Wednesday, February 17, 2021.

QUESTIONS?

Call 937-433-5155 or email kmarks@cwpd.org

