

EXECUTIVE DIRECTOR

Park District of Oak Park Oak Park, Illinois

The Park District of Oak Park (population 53,000) is an independent suburban community located nine miles west of downtown Chicago. It is a fully developed, four-square mile, mature, historically significant, multi-cultural community. A five member elected Park Board governs the Park District. The Park Board of Commissioners is seeking a highly qualified Executive Director to lead its organization of over 50 full time employees and 300 seasonal and temporary employees. The Park District has a \$13.24 million operating budget and a current capital budget of approximately \$6.5 million. Numerous recreational facilities, including two outdoor pools, an indoor ice rink, the Oak Park Conservatory, Cheney Mansion, Pleasant Home, a gymnastics center, eight recreation centers, an administrative center plus 13 parks totaling 80 acres of parkland. The Executive Director reports to the Board of Commissioners and is responsible for the management and operations of all departments of the District. The Board of Commissioners seeks an Executive Director with a proven track record in the management and operation of a market driven recreation service portfolio. The Executive Director must also possess excellent leadership and strong management and human resources skills, public finance acumen, as well as demonstrated oral and written communication abilities. The ability to work in partnership with the citizens, a dedicated community of volunteers, and other local governments is essential. Experience with managing complex capital projects and utilizing strategic planning is desirable. Successful candidates will possess a bachelor's degree in parks and recreation administration, public or business administration or related field. A Master's degree along with professional certification as a park and recreation professional is highly desirable. Candidates should have a minimum of ten years increasingly responsible management and operations experience.

Starting Salary: \$135,000 +/- plus excellent benefits, negotiable dependent on qualifications and experience. Residency is desirable.

Submit résumé, cover letter with salary history and five references to our online application system by February 10, 2012 to Gregory F. Ford or Terrence Porter, Voorhees Associates LLC, www.VoorheesAssociates.com/current-positions. TEL: 847/580-4246; An Equal Opportunity Employer. Visit the Park District website at www.oakparkparks.com.