

	Parks & Recreation Director	Parks & Recreation Commission Admin Assistant	Expanded Manager Roles + Admin Support (Commissioner's Office)
Reports to:	Parks & Recreation Commission/County Administrator*	County Administrator/Parks & Recreation Commission	County Administrator
Supervisory:	Direct Supervisor of Park Managers	none	Supervisor of Camp Hosts
Salary Range:	\$55k-\$65k salary [full time benefitted/exempt] Full Time	\$18-\$22/hour [part time/hourly, non-exempt] Part Time - 20-25 hours per week	\$25K-\$28K salary + housing [contract employee] Full Time Non-Benefitted
Essential Functions:	Responsible for all day to day operations of all Parks & Recreation		
Pros:	Dedicated staff person to address all Parks & Recreation needs	Dedicated staff person to address Parks & Recreation needs within hours	Use of existing staff - no new position
	Looks directly to P&C Commission for all decisions needed; makes recommendations for policies and procedures [needed or amended]	Looks to County Administrator - but is the primary person to implement or assist in implementing decisions made by P&R Commission	Continuing to build on role and responsibilities of Park Managers - as the experts in management of their parks
	Strategic Planning for all Parks & Recreation - short & long term	Can assist with strategic planning; implementing short & long term plans approved by Commission	Take advantage of existing community relationships and networks for strategic growth Already engaged in CIP - short, mid and long term capital planning for Parks; will be primarily responsible for implementation
	Provides direct consistent supervision for Park Managers and ability to deal with day-to-day issues	Can work to develop additional relationships in community to help with advertizing & marketing Provide cohesive management & coordination for all parks & recreation activities taken on by P&R Commission; help prevent silo-ing and competition amongst programs	
	Provides financial oversight, supervision and leadership - recommendations on yearly projects, capital projects and infrastructure needs Grant writing & management Project Management		
Cons:	Expensive		Will need to be clear about increased duties/responsibilities & add to existing compensation - which might push into FT/benefitted positions

May be more capacity than needed right now for just the three Parks

Not what current Manager were hired in for/part of expectations & formal qualifications
Will need to ensure technical capacity & equipment

*Much like the Veteran's Affairs Department Head; nominally reports to County Admin, but all day-to-day functions are directed by Veterans' Board and Dept Head responsible for all Board interface and support